

San Jose City College
ACADEMIC SENATE

Approved Minutes
December 6, 2016

Senators Present: Madeline Adamczeski, Michael Berke, Bill Carlson, Guillermo Castilla, Carlos Chavez, Jesus Covarrubias, Philip Crawford, Nicolas Fraire, Chris Frazier, Rachel Hagan, Michelle Gregor, Heather Jellison, Heidi Kozlowski, Momoh Lahai, Iyun Lazik, Alex Lopez, Chris March, Linda Meyer, Olga Morales-Anaya, Isai Ulate, Ada Weeks, Bob Wing

Parliamentarian: Lorenzo Cuesta

Senators Absent: Nisha Guha (excused)

I. The meeting was called to order at 2:10pm.

II. Approval of Agenda – Approved as amended without objection

III. Approval of Minutes – Approved without objection

IV. Public Comments

1. VPAS Jorge Escobar said over the past year he, President Breland, the other vice-presidents, and the senate executive committee has discussed the best use of campus space. They've contracted with Astra to review data (including course schedules and classroom assignments) to predict the best use of space and resources. He's working with VPSA Montemayor to use some of the state equity funding for (Astra) payment.

V. Committee Appointments

1. Evaluation Committee
 - a. Leslie Takei to evaluate Leslie Rice (both ESL) – **Approved w/o objection**
 - b. Leslie Rice to evaluate Dorothy Pucay (both ESL) – **Approved w/o objection**
 - c. Dorothy Pucay to evaluate Leslie Takei (both ESL) – **Approved w/o objection**
 - d. (TRC) Clem Lundie (CIS, Dean's choice) and Gina Del Rosario (Cosmetology, faculty's choice) to evaluate Mark Branom (Computer Applications/Social Media) – **Approved w/o objection**
2. Screening Committees
 - a. Dean of Business and Workforce Development (3) – Sandra Honesto (Cosmo), Maricela Martinez (Counseling), Jagrup Kahlon (Med. Asst.), Scott Miller (EMT), Laura Sanchez (Dental Asst.), Jon Cronan (Applied Sci.), Gina Del Rosario-Fontela (Cosmo), Ada Weeks (Esthetics), Yelena Lipilina (Esthetics), Philip Crawford (AJ), Linda Ferrell (Acct.), Chris March (Mach Tech), David Lomax (Applied Sci.), Isai Ulate (Mach. Tech), Madeline Adamczeski (Chem.), Momoh Lahai (Business)
Phil Crawford, David Lomax and Maricela were selected by vote.
Sandra Honesto, Jagrup Kahlon, and Gina Del Rosario received 0 votes
Voting for Maricela were (7): Heather, Olga, Chris F, Mo, Michelle, Nicolas, Carlos
Voting for Scott were (3): Michael, Heather, Rachel
Voting for Laura were (2): Bob, Guillermo
Voting for Jon were (5): Iyun, Chris F, Chris M, Heidi, Phil
Voting for Ada were (2): Alex, Ada
Voting for Yelena were (2): Ada, Guillermo
Voting for Phil were (13): Michael, Alex, Madeline, Olga, Michelle, Nicolas, Guillermo, Bill, Rachel, Carlos, Isai, Heidi, Phil
Voting for Linda were (2): Chris F, Mo
Voting for Chris M were (4): Michael, Michelle, Chris M, Rachel
Voting for David were (10): Iyun, Madeline, Ada, Heather, Nicolas, Chris M, Carlos, Isai, Heidi, Phil
Voting for Isai were (3): Bob, Bill, Isai
Voting for Madeline were (5): Alex, Iyun, Madeline, Olga, Bill
Voting for Mo were (2): Mo, Bob
 - b. Associate Dean Non-Credit (3) – Celia Cruz-Johnson (Engl.), Jagrup Kahlon (Med. Asst.), Karen Pullen (Artic.), Alla Petrosyan (Engl.)

Celia Cruz-Johnson, Jagrup Kahlon, and Karen Pullen were selected by vote.

Voting for Celia were (18): Alex, Iyun, Madeline, Ada, Olga, Chris F, Mo, Michelle, Bob, Nicolas, Guillermo, Bill, Chris M, Rachel, Carlos, Isai, Heidi, Phil

Voting for Jagrup were (15): Alex, Iyun, Madeline, Ada, Olga, Mo, Bob, Nicolas, Guillermo, Bill, Chris M, Rachel, Carlos, Heidi, Michael

Voting for Karen were (13): Madeline, Ada, Chris F, Mo, Michelle, Bob, Bill, Chris M, Rachel, Isai, Heidi, Phil, Michael

Voting for Alla were (9): Alex, Iyun, Olga, Michelle, Nicolas, Guillermo, Carlos, Isai, Phil

c. Groundskeeper II (1) – Karen Pullen (Artic.) – **Approved w/o objection**

d. Enrollment Services Coordinator (1) – Karen Pullen (Artic.) – **Approved w/o objection**

VI. Information items/Possible Action (6 minute limit)

1. Joint Resolution with ASG regarding post-election support for all students – Jesus spoke about creating a joint resolution between the senate and ASG to support all students. Look to work on it in the spring.
2. Discussion of Program Viability Process initiated for UMOJA, Real Estate and Journalism – Jesus said last year the senate with the curriculum committee approved the program viability policy/process. President Breland said he wants to use this transparent process to look at UMOJA, Real Estate and Journalism in terms of how they fit, how they could possibly integrate with other programs, or how they may influence future resources moving forward.

Motion: To empower the AS executive committee to make the appointments during the winter session to the program viability committee for UMOJA, Real Estate and Journalism – Approved by vote

Mo and Chris M voted against the motion, all others voted for the motion.

3. Credit Course Certification Process – VPAA Graham/**Postponed**
4. Canvas shell shutdown date-discussion of shell availability to faculty after semester – VPAA Graham said Canvas is defaulted to shut down on the last day of this semester leaving students no opportunity for late work or grade questions. He and the deans propose January 15 for fall, February 15 for intersession, June 15th for spring, and August 15 for summer. Agreement on these dates with EVC would be great.

Motion: To endorse these deadlines for the Canvas shutdown – Unanimously Approved

5. Resource Allocation Model-Updates – Chris F said they're doing simulations now and working out the details.
6. Revisions to Chapter 4, Administrative Procedures/Board Policies-discussion or Academic Renewal and 10+1 – Jesus said the Academic Renewal procedures were sent to EVC. Carlos said EVC wanted to treat the colleges separately. EVC wanted each to set 24 units as the maximum amount to be disregarded instead of the 30 unit total (SJCC). EVC wanted one semester lapse instead of two semesters. (See below)

Motion: To pass this BP4240, AP4240 Academic Renewal procedures – Unanimously Approved
President Breland noted that the form may read 15 weeks and it should say 16 weeks.

7. Procedure for Credit by exam – Linda said IPCC discussed EVC criteria for Credit by Exam. There are 5 areas in which SJCC defers from EVC including academic renewal. Linda will email the handout.
8. Distance Education Discussion of “Z-degree” – Dean Hines requested senate support for two grant proposals (\$90K and \$35K) due at the state this Friday. They are fully online Associates degrees for Liberal Arts and, Social and Behavioral Science.

Motion: To support these grant (proposals) – Approved by vote

Iyun voted against the motion, all others voted for motion.

9. New Upcoming ADS Program Certificates: Integrated Behavioral Health and ADS Peer Mentor – Mary Cook said ADS is rolling out two new certificates. Santa Clara County has merged mental health and substance abuse into a behavioral health services model. She's responding to the county's need for integrated behavioral health and a peer mentorship training program and creating a Memo of Understanding (MOU). ADS has a program review on file.

Motion: To approve these two programs – Unanimously Approved

VII. Committee Reports/ Senator Updates (1 minute each)

1. President's Report – Jesus invited everyone to the El Burro restaurant for the holiday social following this meeting.
2. Julinda reported the Classified Senate has 25 members, including 5 officers, 5 senators and 15 area representatives.
3. Bob said the District Technology Planning committee had a report from EVC Tech committee about Proctorial for online proctoring. SJCC has no tech committee for support. The Library LRC has Saturday hours from 11am-3pm and will be open next week. It will close at 8pm next Thursday.
4. Madeline suggested the executive committee add faculty concerns about migrating courses to Canvas to the next agenda.
5. Alex said Keiko and SJCC counselors met with EVC. EVC wants to add multiple measures to Datatel. They have a group to look at which codes are needed. He will bring this back for senate agenda.

IX. The chair adjourned the meeting at 3:30pm.

Academic Renewal Without Course Repetition

BP 4240 Academic Renewal Without Course Repetition (Board Approved December 11, 2007)

Previously recorded substandard academic performance may be disregarded if it is not reflective of a student's demonstrated ability. The Academic Senates of each college shall establish procedures that provide for academic renewal.

AP 4240 Academic Renewal Without Course Repetition

Based on Section 55046 of Title 5, Academic Renewal Without Course Repetition is an option available to a student whose previously recorded substandard academic work is not reflective of the student's demonstrated ability. A student may petition to have previously recorded, substandard course work in San Jose/Evergreen Community College District (SJECCD) (with marks of "D," "F," "FW," and "WF") disregarded in the computation of the grade point average (GPA).

Students who wish to petition for Academic Renewal must meet the following requirements:

1. The maximum number of units to be disregarded from GPA calculations shall be no more than 24 semester units at San Jose City College and no more than 24 semester units at Evergreen Valley College. Students do not have to select all of the courses taken in one semester for renewal; students may choose specific courses from more than one semester or term for this purpose.
2. A minimum of one year (at least two full semesters, Fall and Spring) must have elapsed since completion of the most recent term for which academic renewal is being sought.
3. To qualify, students must have completed a minimum of 12 semester units of letter grade coursework with a 3.0 GPA or higher—or a minimum of 24 semester units of letter grade coursework with a 2.0 GPA or higher—in all lower and upper division course work completed after the most recent semester to be renewed. These units may be completed in SJECCD and/or at any college or university accredited by one of the six U.S. regional accreditation agencies. The student's cumulative GPA after the most recent semester to be renewed will be used to determine eligibility for Academic Renewal. GPAs will not be rounded up.
4. Courses previously applied toward a degree in SJECCD are not eligible for academic renewal.
5. A graded course successfully repeated (with a grade of "C" or higher) to alleviate substandard academic work (per Section 55042 of Title 5) is not eligible for academic renewal.
6. Students may only petition one time for academic renewal per college. Students do not have to be currently enrolled in SJECCD to petition for academic renewal.

When previously recorded, substandard course work is disregarded in the computation of grade point average, the permanent academic record (transcript) shall be annotated in such a manner that all work remains legible, insuring a true and complete academic history. Academic renewal actions are permanent and irreversible.

Academic Renewal granted by SJECCD does not guarantee that special programs or other institutions will honor such actions. The determination will be made by the respective program or transfer institution and is the responsibility of the student to research. Specifically, if Academic Renewal is used to earn an Associate Degree for Transfer (especially to establish a CSU-transferable GPA of at least 2.0), the college awarding the AD-T (SJCC or EVC) cannot guarantee that a CSU will accept this degree for transfer purposes. Students should check with the CSU campus(es) to which they are applying.

Financial Aid in SJECCD does not honor/allow Academic Renewal in the evaluation of Satisfactory Academic Progress (SAP). Grade point average computation for graduation with honors or other awards uses all work, including course work approved for academic renewal.

Academic Renewal is handled separately by each college for courses taken at that specific college. Students will request

a one-hour appointment with a counselor to complete and submit the petition for Academic Renewal for that college. If a student wants to request Academic Renewal at both colleges, the student needs to meet separately with a counselor from each college and submit a separate petition to each college. Students must bring official transcripts to the appointment(s) if using coursework from another college or university to establish eligibility for the renewal. The completed petition is submitted to the college Admissions and Records Office by the counselor from that college. The student must receive a response to the request for Academic Renewal within ten (10) business days.

Note: Once faculty at both colleges have approved this procedure, it shall not be implemented until faculty at both colleges have seen a demonstration of how this procedure will be implemented and have approved the manner in which the technical aspects of this process will be addressed.

(11/15/16)