San Jose City College  
ACADEMIC SENATE  
Approved Minutes  
December 7, 2021

Senators Present: President Judith Bell, Vice President Elena Dutra, Treasurer Heather Jellison, Executive Jose Cabrera, Executive Senator Jennifer Nestojko, John Banks, Shelley Blackman, Mark Branom, Carlos Chavez, Mary Crocker Cook, Jackie Gamboa, Juan Gamboa, Julio Flores, Jonali Bhattacharyya proxy for Michelle Gregor, Dedrick Griffin, Rachel Hagan, David Hammerbeck, Waylon Baker proxy for Kathy Haven, Jagrup Kahlon, Alex Lopez, Anita Reyes, Doug Robb, Kidane Sengal, Yevgeniya Sokolenko, Isai Ulate  
Absent senators: none

Parliamentarian: Lorenzo Cuesta  
IPCC: Andres Rodriguez and Thuy Cao

I. The meeting called to order at 2:10pm via Zoom.  
Announcement – Senate President, Judith Bell, reminded senators that they are a Brown Act committee and here for the public. Raise your hands and be recognized to speak. She asked those asking for an action item to include their motion. Senators should review the agenda and minutes before the meeting.

II. Approval of Agenda – Approved as w/o objection

III. Approval of Minutes – Approved w/o objection

IV. Public Comments  
A. Vikki Menzies, Director of College Fiscal Services, said they are working on developing the base budgets. Contact your dean to submit the base budget for programs.

V. Committee Appointments  
Standing Committees  
A. Program Review – Michael Divinia (Math) – Approved w/o objection

Screening Committees  
Classified position needs 1 volunteer each  
B. Metas Program Specialist – Sabrina Hagmann (Counseling) – Approved w/o objection

C. Instructional Lab Technician (Cosmetology) – Roxie Banks (Cosmo), Angela Tran (Math)  
   Roxie Banks approved by vote. Isai voted for Angela; all others voted for Roxie.

   Faculty positions need 3 volunteers each  
D. Biology Instructor (Environmental Science) Position #F2134 – Tiffy (Thu A.) Nguyen (Biology), Angela Tran (Math), Prabhjeet K. Brar (Bio), Sanhita Datta (Biology), Terence Lee (Biology)  
   Tiffy, Prabhjeet, and Sanhita selected by vote.  
   Voting for Tiffy (15): John, Shelley, Mark, Jose, Elena, Julio, Jackie, Juan, Rachel, Heather, Jagrup, Alex, Jennifer, Anita, Doug  
   Voting for Angela (9): Carlos, Mary, Dedrick, Waylon, Anita, Doug, Kidane, Yevgeniya, Isai  
   Voting for Prabhjeet (14): John, Mark, Jose, Carlos, Elena, Julio, Jackie, Juan, Jonali, Dedrick, Rachel, Heather, Jagrup, Jennifer  

   Voting for Sanhita (22): John, Shelley, Mark, Jose, Mary, Elena, Julio, Jackie, Juan, Jonali, Dedrick, Rachel, Wayne, Heather, Jagrup, Alex, Jennifer, Anita, Doug, Kidane, Yevgeniya, Isai  

   Voting for Terence (9): Shelley, Carlos, Mary, Jonali, Waylon, Alex, Kidane, Yevgeniya, Isai  

E. Communication Studies Instructor (Position #2133) – Leslie Rice (ESL), Patricia do Carmo (ESL), Waylon Baker (Communication Studies), Dedrick Griffin (English), Elena Dutra (Counseling)  
   Waylon, Dedrick, Elena selected by vote.  
   Voting for Leslie (8): Shelley, Mary, Jonali, David, Jagrup, Jennifer, Doug, Yevgeniya  

   Voting for Patricia (8): John, Shelley, Dedrick, David, Waylon, Heather, Yevgeniya, Isai  

   Voting for Waylon (22): all except David and Waylon  

   Voting for Dedrick (20): John, Mark, Jose, Carlos, Mary, Elena, Julio, Jackie, Juan, Jonali, Dedrick, Rachel, David, Waylon, Heather, Jagrup, Alex, Anita, Doug, Kidane  

   Voting for Elena (14): Mark, Jose, Carlos, Elena, Julio, Jackie, Juan, Rachel, Waylon, Alex, Jennifer, Anita, Kidane, Isai
F. Ethnic Studies Instructor (AFAM Studies) (Position #2131) – Andrés Rodríguez (Ethnic Studies), Cindy Huynh (Ethnic Studies), Dedrick Griffin (English), Juan Gamboa (Ethnic Studies), Meiko Daire (Counseling)

Dedrick, Juan, and Meiko selected by vote.
Voting for Andres (7): Shelley, Mary, Jonali, Waylon, Jagrup, Jennifer, Yevgeniya
Voting for Cindy (8): John, Shelley, Jonali, David, Heather, Jagrup, Jennifer, Yevgeniya
Voting for Dedrick (22): all except Heather and Yevgeniya
Voting for Juan (17): Mark, Jose, Carlos, Elena, Julio, Jackie, Juan, Dedrick, Rachel, Waylon, Heather, Alex, Anita, Doug, Kidane, Yevgeniya, Isai
Voting for Meiko (18): John, Mark, Jose, Carlos, Mary, Elena, Julio, Jackie, Juan, Dedrick, Rachel, David, Heather, Alex, Anita, Doug, Kidane, Isai

G. General Counselor - 2 positions (Position #2130) – Gina Ronzano (Counseling), Rachel Hagan (Counseling), Doriann Tran (Counseling), Will Reyes (Counseling), Thuy Cao (Counseling), Patricia do Carmo (ESL), Valentin Garcia (Counseling)

Rachel, Thuy, and Valentin selected by vote.
Voting for Gina (2): Carlos and Rachel
Voting for Rachel (24): all.
None voted for Doriann.
Voting for Will (2): Carlos and Heather
Voting for Thuy (17): Shelley, Mark, Jose, Mary, Elena, Julio, Jackie, Juan, Jonali, David, Heather, Jagrup, Alex, Jennifer, Anita, Doug, Isai
Voting for Patricia (6): John, Dedrick, David, Waylon, Kidane, Yevgeniya
Voting for Valentin (21): John, Shelley, Mark, Jose, Mary, Elena, Julio, Jackie, Juan, Jonali, Dedrick, Rachel, Waylon, Jagrup, Alex, Jennifer, Anita, Doug, Kidane, Yevgeniya, Isai

H. Librarian (Systems and Reference) (Position #F2119) – Marlise Ajanae Edwards (English), Shelley Blackman (Library), Mary Nino (Library), Zerrin Erkal (ESL), Iko Fukui (Japanese)

Zerrin, Shelley, and Mary selected by vote.
Voting for Marlise (1): Jennifer
Voting for Zerrin (16): John, Shelley, Jose, Carlos, Elena, Julio, Jackie, Juan, Jonali, Dedrick, Rachel, Waylon, Heather, Jagrup, Alex, Yevgeniya
Voting for Shelley (23): all except David.
Voting for Mary (17): John, Shelley, Mark, Jose, Carlos, Mary, Elena, Jonali, Dedrick, Rachel, Heather, Jagrup, Jennifer, Anita, Doug, Kidane, Isai
Voting for Iko (12): Mark, Mary, Julio, Jackie, Juan, Waylon, Alex, Anita, Doug, Kidane, Yevgeniya, Isai

I. Psychology Instructor (Position #2132) – Mary Conroy (Psychology), Patricia do Carmo (ESL), Mary Crocker Cook (ADS/Psych), Rachel Hagan (Counseling)

Mary Conroy, Mary Cook, and Rachel selected by vote.
Voting for Conroy (19): John, Shelley, Mark, Jose, Mary, Elena, Julio, Jackie, Juan, Jonali, Rachel, Heather, Jagrup, Jennifer, Anita, Doug, Kidane, Yevgeniya, Isai
Voting for Patricia (11): John, Shelley, Carlos, Mary, Waylon, Heather, Alex, Jennifer, Doug, Yevgeniya, Isai
Voting for Cook (21): John, Shelley, Mark, Jose, Carlos, Mary, Elena, Julio, Jackie, Juan, Jonali, Rachel, Waylon, Heather, Jagrup, Alex, Jennifer, Anita, Doug, Kidane, Yevgeniya
Voting for Rachel (15): Mark, Jose, Carlos, Elena, Julio, Jackie, Juan, Jonali, Rachel, Waylon, Jagrup, Alex, Anita, Kidane, Isai

VI. Action Items
A. Updated Participatory Governance Handbook – Jennifer Nestojko
   (Jennifer/Jose) Motion: For the Academic Senate to approve the updated Participatory Governance Handbook – Approved w/o objection
   Discussion: Jennifer reminded everyone of the updates presented last meeting like proxies, agenda items, Brown Act committee requirements, and accessibility statement. This is a living document.

B. ISER (Institutional Self Evaluation Report) NIAs (Non-Instructional Assignments) – Jennifer Nestojko
(Jennifer/Mark) **Motion: For the Academic Senate to approve the NIAs for writing the ISER – Approved w/o objection**

Discussion: Jennifer reviewed the eight faculty roles for the ISER’s writing and collecting the evidence: (1) the Academic Senate President, or designee, (2) Program Review Coordinator, (3) faculty with IPCC experience, (4) SLOAC (Student Learning Outcomes & Assessment) member, (5) Distance Education Coordinator, (6) faculty with PIE (Planning & Institutional Effectiveness) experience, (7) Librarian, (8) and faculty with Finance Committee experience. PIE is compiling a dictionary of campus acronyms. Judith has multiple roles but can designate others to fill positions. Leslie Rice said it’s wonderful to include eight different faculty voices.

C. **Guided Pathways CAPs (Career and Academic Pathways) naming – Elena Dutra, Rachel Hagan (Elena/Jose) Motion: To approve the Guided Pathways recommendation for the CAPs names and program clusters including the new terminology – Approved w/o objection**

Discussion: Elena presented the updated CAPs based on 293 students survey responses, 48 employee responses, and student focus groups. Rachel shared the eight recommended CAPs names based on the surveys and research of 50 other colleges: (1) Business, Economics & Information Technology, (2) Health & Human Services, (3) Humanities, Social Science & Education, (4) Industrial & Technical Careers, (5) Languages & Communication, (6) Personal & Career Exploration, a temporary holding place for undecided students (7) STEM (Science, Technology, Engineering, & Mathematics, and (8) Visual, Performing & Media Arts. She added next spring the core team will focus on onboarding students into their CAPs, bringing CAPs to life, and meeting the program goals with teaching and learning. They need additional help with implementation. There will be a January 10th kick-off event. President Tomaneng appreciated all of the hard work. She added that this list is a little different than what’s in the EMP (Educational Master Plan) which will require a slight revision after the Board approves it (EMP) to use these CAPs names in the final document. Judith asked for a comparison of the names in the EMP and these new CAPs names. Rachel said the names are a bit different for the areas are the same. Beth added the Guided Pathway draft was voted after the EMP. Rachel shared the names in the EMP: (1) STEM, (2) Health & Public Administration, (3) Business Administration, (4) Industry & Technical Careers, (5) Visual, Performing, and Media Arts, (6) Humanities, Social Science & Education, and (7) Languages & Communication. Rowena will inform the Board of these approved name changes.

(Mark/Rachel) **Amendment: To include the new terminology – Approved w/o objection**

D. **Senate Spring 2022 Meeting Schedule – Judith Bell reviewed the dates and added the Executive team will determine the date of its first April 2022 meeting in the spring. – Adopted w/o objection**

Senate meetings: February 1 & 15, March 1 & 15, April 5 & 19, May 3 & 17

Senate Executive meetings: January 25, February 8 & 22, March 8 & 22, April TBA & 26, May 10

VII. Information items (6-minutes limit)

A. **California Senate Bill 129 - Basic Needs Center and Basic Needs Coordinator – VP William Garcia reported the passing of Senate Bill 129 mandating community colleges designate a Basic Needs Center and a Basic Needs Coordinator by July 1, 2022. We have not identified a facility yet. EVC and SJCC are working with Human Resources to develop the new classified job description for the Basic Needs & Retention Coordinator. We hope to start the job recruitment in the spring semester. Leslie questioned if retention is part of the Academic Senate’s proposal. VP Garcia answered that this was brought to the Senate for faculty participation and retention as a collective effort. Leslie and VP Garcia will meet to further discuss retention in the job description. Rachel added classified assist in retention currently. This will be another source to help direct students.**

B. **Explore Establishment of Dreamers Center at San Jose City College – VP William Garcia shared the college is exploring the development of a Dreamers Center on campus to serve undocumented students. ALMAS serves these students but has no physical location. VP Garcia added Student Affairs has incorporated the Dreamers Center, the Basic Needs Center, and Basic Needs Coordinator in its comprehensive program review. The Basic Needs Center and Coordinator are state funded, however, we have not yet received these funds.**

C. **OERI (Open Educational Resources Initiative) Request for Proposals – Audrey Blumeneau announced the December 14 opening of the portal to the ASCCC (Academic Senate of California Community**
Colleges) OERI request for proposals for state funding. She reviewed the ZTC/OER (Zero Textbook Cost /Open Educational Resources) Taskforce goals which are to increase awareness and improve/expand support and resources for faculty to adopt ZTC/OER in their courses. These goals align with our strategic plan and Educational Master Plan (EMP). The funding objective is to fill OER holes, increase OER adoption, availability, quality of materials, and decrease course resource cost burden. There is a collaboration requirement to work with three districts. The equity requirement includes incorporating IDEA (Inclusion, Diversity, Equity, and Anti-Racism) principles in the project’s pedagogy. The proposal deadline is January 31, 2022, by 5pm. There is an information webinar on December 10. Look for the faculty email. Mark added this funding is for the creation of new OER material. There may be $10K – $100K available.

VIII. Information Items/Possible Action (6-minute limit)

A. Creating and Supporting a Local Peer Online Course Review (POCR) team – Audrey Blumeneau asked the Senate to support the creation of a local POCR team with compensation via NIA. The POCR team is a requirement of the OEI-CVC (Online Education Initiative-California Virtual Campus) Consortium’s MOU (Memo Of Understanding) with SJCC. SJCC has two OEI-CVC certified POCRs. POCRs would review courses for alignment with the OEI-CVC design.

(Mark/Mary) Motion: To support the creation of a SJCC POCR team compensated by NIA – Approved w/o objection

Discussion: John asked if we have enough NIA funding. Beth answered that this funding is already set aside through HEERF (Higher Education Emergency Relief Funds) and the Cares Act.

B. Cost Threshold for Low-Textbook-Cost (LTC) designation – Audrey Blumeneau (Jennifer/Rachel) Motion: To set the low textbook cost threshold at $30 $40 – Approved w/o objection

Discussion: Audrey said the DE (Distance Education) committee recommended setting the low textbook cost at $30 to align with EVC. Mark said the low cost of $30 would eliminate Audrey’s classes and Adobe’s. He suggested setting the cost at $40 and speak to EVC to amend their cost as well.

(Mark/Rachel) Amendment: To set the cost at $40 – Approved w/o objection

Beth added that we cannot advertise LTC until an amount is set. Audrey suggested setting it at $30 for now to align with EVC and amend it next semester. Mary added the DE committee did not want to have a different amount than EVC. Judith recommended adopting the $40 threshold now and revisit later.

C. Hyflex Course Modality Definition – Audrey Blumeneau brought the DE committee’s recommendation of the Hyflex course definition.

(Mark/Dedrick) Motion: To approve the Hyflex modality that Hyflex classes are flexible in that they include scheduled class meetings where students can choose to attend in-person or online synchronously via video conference. In a Hyflex class, in-person students are in the classroom while online synchronous students attend the same class via videoconference. – Approved w/o objection

Discussion: Audrey added the DE committee added anyone teaching Hyflex must be DE eligible, meeting DE Title V ACCJC (Accrediting Commission for Community and Junior Colleges) requirements, and have additional Hyflex training. Teaching Hyflex does not guarantee availability of technology or being offered Hyflex assignments. These were based on the West Valley definition. Isai asked if this includes vocational classes that require students be in the classroom with the equipment. Judith and Mark explained that not all classes would be taught as Hyflex.

IX. Committee Reports

A. President’s Report: Judith thanked everyone for a great semester. She appreciated all of the support and collaboration with our classified professionals and administration in shared governance. She thanked Lorenzo for keeping the Senate going and will share some of his comments.

B. Classified Senate: Andrea thanked everyone for their support and working together. There is a concern that it’s classified members who are pushing the 100% return to campus. This was not initiated or supported by the classified.

C. DE: Audrey reported we are designated as a Home College by the CVC and on their website.
D. IPCC: Andres reported faculty are submitting their courses especially the delinquent courses. On October 26 the divisions were emailed the 2021 courses due for review. Get those into CurricUNet as soon as possible. The Spring 2022 calendar will be sent out in January.

E. Mark announced that many of the Amazon Web Services are up and running including Canvas.

X. The chair adjourned the meeting at 4:40pm.