

San Jose City College
ACADEMIC SENATE
Approved Minutes
February 4, 2020

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

Parliamentarian: Lorenzo Cuesta

Classified Senate: Andrea Lopez

Absent Senators: David Hammerbeck (excused), Patricia Solano (excused)

- I. The meeting called to order at 2:10pm.**
- II. Approval of Agenda – Approved as amended w/o objection**
- III. Approval of Minutes – Approved w/o objection**
- IV. Public Comments**
 - A. Christine Jensen, Associate Dean of Business & Workforce, shared JC Penney is a large supporter of our Career Closet for students and they are hosting a districtwide event on Sunday, February 9th from 6:30-9:30pm to promote career/professional dress. This is open to all students, faculty, and staff.
 - B. Thuy, the Vietnamese Association Advisor, invited everyone to the SJCC Lunar New Year event on February 6, from 3-5:30pm.

V. Committee Appointments

Evaluation Committee

- A. Yelena Lipilina (Cosmo) to evaluate Jagrup Kahlon (Med. Asst.) – **postponed for another recommendation**

Standing Committee – Needs 2 senators

- B. Non-Instructional Assignment (NIA) Coordinator Review & Taskforce – Lorraine Levy (Psych), Carlos Chavez (Counselor) – **Approved w/o objection**

Screening Committees – Faculty positions need 3 volunteers

- C. Student Health Faculty Coordinator (Tenure-Track) (Position #F19032) – Elisse Reyna (Health Services), Kathleen Barzegar (Health Services), Carlos Chavez (Counseling) – **Approved w/o objection**
- D. Student Accessibility Services (SAS) FT Categorical non-tenure – Rachel Hagan (Counseling), Rufus Blair (Sign Language), Mary Denham (Counseling) – **Approved w/o objection**
- E. Dental Assisting Instructor (Position #F2012) – Edna Dolatre (Dental Asst.), Laura L Sanchez (Psych), Wendy Pio (Dental Asst.), Angela Tran (Math)

Edna, Laura, and Wendy selected by vote.

Voting for Edna (20): Judith, Heather, Bill, Michelle, Bob, Jose, Mary, Chris, Doug, Scott, Wendy, Dedrick, Kidane, Lorraine, Carlos, Jonathan, Kathy, Jesus, Olga, Guillermo

Voting for Laura (21): Judith, Heather, Bill, Michelle, Bob, Jose, Mary, Chris, Jennifer, Doug, Scott, Wendy, Dedrick, Kidane, Lorraine, Carlos, Jonathan, Kathy, Jesus, Olga, Guillermo,

Voting for Wendy (19): Judith, Heather, Michelle, Bob, Jose, Mary, Jennifer, Doug, Scott, Wendy, Dedrick, Kidane, Lorraine, Carlos, Jonathan, Kathy, Jesus, Olga, Guillermo

Voting for Angela (3): Bill, Chris, Jennifer

Classified Positions – Needs 1 volunteer

- F. Instructional Laboratory Technician II (Kinesiology/Athletics) (Position #S19065) – Debbie Huntze-Rooney (Kinesiology/Athletics), Terri Oberg (Kinesiology/Athletics)

Debbie selected by vote.

Voting for Terri (5): Chris, Doug, Kidane, Lorraine, Olga

All others voted for Debbie (16).

- G. VP of Student Affairs Administrative Secretary – Maricela Martinez (Counseling), Sabrina Hagmann (Counseling)

Sabrina selected by vote.

Voting for Maricela (9): Bob, Jose, Doug, Scott, Wendy, Kidane, Carlos, Jonathan, Guillermo

All others voted for Sabrina.

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

- A. Hierarchy of California laws and Robert's rules of order as they pertain to the SJCC Senate Bylaws and Ground – Lorenzo Cuesta explained the rule hierarchy. Senate rules may not violate higher federal, state, county, district rules, or Brown Act. Items may be added to the agenda if they are urgent and there was no prior knowledge when the agenda was posted. The Ground Rules agenda order is incorrect and Senate Presidents are not committed to use it. The Constitution, Bylaws, and Ground Rules will be updated when time allows.
- B. Adding Folk Dance – Amber McCall, Director of the Dance program, said Folk Dance was previously under Athletics. She proposes reactivating it under Humanities and create a World Dance series. She is working with IPCC. Lezra added that Amber is using the correct process in bringing this to the Senate and working with IPCC.
- C. Accessibility Checklist distribution for faculty – Dr. Rutland distributed the current checklist. She noted that everything online must be accessible. She asked for feedback and help with the best locations for the list. Heather suggested emailing the list, and providing paper checklist to department meetings. Chris suggested posting the list on the Canvas webpage.
- D. Faculty submission of grade deadlines and state law requirements for dropping students on census – Dr. Pratt said all faculty should be aware that grades and census must be submitted on time to avoid student impact. Teresa Paiz distributed the Grades, Census, and Administrative Policy cheat sheet. Teresa said it is the instructor's responsibility to drop no-show students at census. She added students may be re-added via instructor readmission petition if needed. VP Pratt suggested adding clear drop information to the syllabus. Teresa is available for department meetings to give more information about positive attendance courses, census, and grades.
- E. Update on Guided Pathway (GP) Scale of Adoption (SOA) – Judith said the Scale of Adoption Assessment is due to the state on March 1st. The GP teams are working on the four pillars. Lezra said using the SOA document as a planning instrument; they are capturing all the work to see where it fits into GP. The GP committee wants feedback by the next senate meeting so that Alex can approve it.
- F. AP/BPs for review – Andrea said they met in January with EVC to review this set. They heard input from experts in the various areas. Jesus said there was little administrative support in the review. They added shared governance language in the documents. Send any suggestions to Andrea, Jesus, and Alex. This will return for a vote at the next meeting.
Package A: AP3600, 4105, 505, 7346; Package F: BP2100, 3430, 3810, 5020, 5050, 7340;
Package G: AP3430, 5013, 5020, 5130, 5203; Chapter 3: BP3250, 3410; BP7400;
Chapter 6: BP6100, 6150, 6200, 6250, 6320, 6330, 6335, 6380, 6400, 6500, 6550, 6900,
AP6100, 6150, 6200, 6250, 6305, 6310, 6315, 6320, 6322, 6335, 6350, 6380, 6400, 6500, 6550, 6900;
Further review: BP5105, 6340, 6300, 3426, AP3415, 5015, 5017, 5030, 5040, 6345, 3725, 7400, 6300,
6340, 6365, 7211, 7337
- G. URGENT: AB705's elimination of Basic Skills – Chris said underserved students have had the opportunity to use basic skills classes to take a conservative route. The Chancellor and President seem to be making a curricular (10+1) decision to eliminate too many Basic Skills classes. Jesus has placed this on next week's District Senate agenda. The Chancellor seems concerned with compliance. VP Pratt said SJCC will present its AB705 progress of the English and Math classes at the February 11th Board of Trustees meeting. She said they are working with Milpitas to provide a modified schedule to include some of the lower Math courses. VP Pratt offered to present the progress data to the Senate. Rachel said many of our students need these Basic Skills courses. Special needs students are being pushed out. She hoped that SAS and Counselors are included in the course schedule discussion. Jennifer asked for a review of the marketing of English 1A/120 because some were cut for low enrollment. Guillermo asked for the Math, English, and ESL data. Alex said President Tomaneng stated in the District Council meeting that SJCC is moving to a 95%, 5% Basic Skills. We need to review why Math/English students

are not succeeding and how to support instruction. Jesus added that pathways are needed for all of our community's students not just those here for 2-years and transfer to universities.

Motion/S: To endorse the Senate President to address this with the Board of Trustees and the Chancellor – Approved w/o objection

Amendment/S: With our plush budget, there should be no cancellations of English 1A/120 courses – Approved w/o objection

Dedrick and Alex clarified that Alex will remind the Board that this is #5 of the 10+1 and the Senate was not consulted.

VII. Committee Reports (1 minute each)

- A. Presidents Report: Alex reported the collaboration of the Milpitas campus and Milpitas High School were show cased at the last Board of Trustee meeting in Milpitas. During the District Budget meeting, Jorge spoke about making campuses coinless (except Admissions & Records) and using software to automate travel tracking. Ebay donated \$250K to split equally between SJCC and EVC for the Promise Program. Alex voted against the District Council's (Resource Allocation) work-group model because it was different from one previously presented by Jorge. The colleges and the Chancellor must agree on the final model. There is still an open faculty seat on the District Council. The District is considering a Bond and Parcel Tax on the next ballot. The District is collaborating with USC and the Center for Peace and Equity to survey our campuses.
- B. Executive Report: Heather reported the Spring Plenary is in Oakland during the spring break. Kathy reported emailing the faculty about Stanback-Stroud Diversity Award. Submissions are due by next Friday for this \$5K award and it is open to all faculty. Olga reported EOP&S has secured free tax help for students.
- C. District Senate: Jesus reported there is data showing community support for the potential bond measure.
- D. Senator Reports: Carlos reported Counseling was open from 8am-6pm last week and saw hundreds of students. March 13th is the deadline for graduation petition. Encourage students to make Counseling appointments.
- E. Doug reported Pickle Ball has moved to Tuesday evening.
- F. Jennifer reported Middle College has an information night on March 17th. They are recruiting students especially Juniors.
- G. Library: Bob reported their Dean, Susan Hines, resigned last semester. Urgent library needs should go to VP Pratt. Shelley Blackman is serving as the Library Coordinator. The Library Services platform is moving along.
- H. Classified Senate: Andrea reported EOP&S has a 5-year partnership with VITA and they have opened the tax support to staff this semester. She asked faculty to encourage classified staff to join the Classified Senate.
- I. Kathy reported asking part-time faculty to wear purple to elevate part-time issues on campus.
- J. Lorraine reported wearing purple for parity. She encouraged faculty give feedback on the contract negotiation survey.
- K. SLOAC: Judith reported all of the courses, sections, students, faculty, and organization chart are on eLumen. Judith will walk through the process with faculty. TracDat has been un-accessible for 3 weeks while eLumen is always available. SLOAC will meet 2nd& 4th Wednesdays from 3:15pm – 4:45pm.
- L. Program Review: Judith reported meeting this week to review submissions and complete validations. There will be some redesign this semester to align Academic Affairs and Student Affairs.
- M. Guided Pathways: Judith reported working on the Scales of Adoption Assessment (SOAA). Stirring committee meets this week. There will be a retreat next week to work on the SOAA timeline. They will review much of the fourth pillar, "Ensuring The Learning." 4th Fridays start this month.

VIII. The chair adjourned the meeting at 4:12pm.