

**San Jose City College**  
**ACADEMIC SENATE**

**Approved Minutes**  
**February 7, 2017**

**Senators Present:** Madeline Adamczeski, Michael Berke, Bill Carlson, Guillermo Castilla, Jesus Covarrubias, Nicolas Fraire, Chris Frazier, Rachel Hagan, Michelle Gregor, Heather Jellison, Heidi Kozlowski, Alex Lopez, Linda Meyer, Olga Morales-Anaya, Ada Weeks, Bob Wing

**Parliamentarian:** Lorenzo Cuesta

**Senators Absent:** Nisha Guha (excused), Carlos Chavez (excused), Philip Crawford (excused), Momoh Lahai, Iyun Lazik (excused), Chris March (excused), Isai Ulate

**I. The meeting was called to order at 2:12pm.**

**II. Approval of Agenda – Approved as amended without objection**

**III. Approval of Minutes – Approved without objection**

**IV. Public Comments**

1. President Breland congratulated the senate and colleagues on the accreditation. He recognized Dr. Celia Cruz-Johnson, the accreditation coordinator, Vice President Duncan Graham who attended the statewide standard's training and all faculty and staff who worked on the accreditation. He welcomed everyone back.
2. Leslie Rice said in 15 years we've never received a clear on accreditation. She's grateful that we can continue to focus on our students.
3. VPAA Graham introduced the Workforce Innovation Opportunity Act (WIOA) that the South Bay Consortium Adult Ed is adapting. All of the Adult Ed consortiums are being held to these federal performance standards. This will return as an information item.
4. Celia Cruz-Johnson welcomed everyone back. She reminded them that the SLO reporting is due on March 10<sup>th</sup>.
5. Mary Conroy is concerned with the conduct of an administrator at the IPCC's December meeting. She has served on the IPCC longer than other faculty and administrators. When questioning a program's course description, she was shut down in a hostile manner by committee administrators. Mary felt that the faculty role was not respected and that the committee did not function as it should. She quoted Dr. Breland's statement, "It's important for all of us to treat one and other with compassion and dignity."

**V. Committee Appointments**

1. Evaluation Committee
  - a. Beverly Stewart to evaluate Pamela Turner (both Counseling) – **Approved w/o objection**
2. Screening Committees
  - a. Case Manager Counselor (3) – Janet Chang (Health Svcs.), Rachel Hagan (Counselor) – **Approved w/o objection**
  - b. Communication Studies Instructor (3) – Shelley Giacalone (Comm. Stds.), Leslyn McCallum (Comm. Stds.), Scott Miller (EMT), Adriana Ayala (Ethnic Stds.)  
Voting for Shelley (14): Mike, Madeline, Alex, Ada, Heather, Bob, Chris F., Michelle, Olga, Rachel, Nicholas, Heidi, Bill, Guillermo  
Voting for Leslyn (13): Mike, Madeline, Alex, Ada, Heather, Bob, Chris F., Michelle, Olga, Rachel, Heidi, Bill, Guillermo  
Voting for Scott (10): Mike, Madeline, Heather, Bob, Chris F., Michelle, Rachel, Nicholas, Heidi, Bill  
Voting for Adriana (5): Alex, Ada, Olga, Nicholas, Guillermo  
**Shelley, Leslyn, and Scott were selected by vote.**
  - c. DSPS Counselor (3) – Rufus Blair (Sign Lang.), Mary Denham (DSPS), Carlos Chavez (Counselor), Will Reyes (Counselor)  
Voting for Rufus (14): Mike, Madeline, Alex, Ada, Heather, Bob, Chris F., Michelle, Olga, Rachel, Nicholas, Heidi, Bill, Guillermo

Voting for Mary (13): Mike, Madeline, Alex, Ada, Heather, Bob, Chris F., Michelle, Olga, Nicholas, Heidi, Bill, Guillermo

Voting for Carlos (13): Mike, Madeline, Alex, Ada, Heather, Chris F., Michelle, Olga, Rachel, Nicholas, Heidi, Bill, Guillermo

Voting for Will (2): Bob, Rachel

**Rufus, Mary and Carlos were selected by vote.**

- d. English Instructor (3) – Noe Torres (Lang. Arts), Scott Inguito (Engl.), Charles Heimler (Engl.), ~~Leslie Rice (ESL), Adriana Ayala (Ethnic Stds.)~~ – **Approved w/o objection**
- e. Ethnic Studies Instructor (3) – Jesus Covarrubias (Ethnic Stds.), Fabio Gonzalez (EOP&S), Michael Berke (French) – **Approved w/o objection**
- f. EOP&S Temp Counselor (3) – Olga Morales-Anaya (Counselor). Gina Rozano (Counselor), Fabio Gonzalez (EOP&S) – **Approved w/o objection**
- g. Vice President of Academic Affairs (3) – Chris March (Mach. Tech), ~~Jesus Covarrubias (Ethnic Stds.)~~, Jagrup Kahlon (Med. Asst.), Judith Bell (Art), Michael Berke (French), Phil Crawford (AJ), Celia Cruz-Johnson (Engl.)

Voting for Chris (1): Mike

Voting for Jagrup (2): Rachel, Guillermo

Voting for Judith (9): Mike, Madeline, Heather, Bob, Chris F., Michelle, Nicholas, Heidi, Bill

Voting for Mike (12): Mike, Madeline, Alex, Ada, Bob, Chris F., Michelle, Olga, Nicholas, Heidi, Bill, Guillermo

Voting for Phil (8): Alex, Ada, Heather, Chris F., Olga, Rachel, Bill, Guillermo

Voting for Celia (12): Mike, Madeline, Alex, Ada, Heather, Bob, Michelle, Olga, Rachel, Nicholas, Heidi, Guillermo

**Mike, Celia and Judith were selected by vote.**

- h. Articulation Specialist (classified-1 faculty needed) – Karen Pullen (Artic.) – **Approved w/o objection**
  - i. Campus Schedule Coordinator (1) – Alex Lopez (Metas) – **Approved w/o objection**
  - j. Custodian Day Shift (1) – Jonathan Cronan (Applied Sci.) – **Approved w/o objection**
3. Standing Committee
- a. Program Viability Review Committee for Journalism - Farideh Dada, Betsy Gebhart, Gail McElroy (All Journalism) – **Approved w/o objection**
  - b. Adult Ed Block Grant Workgroup – Mary Denham, Cathy Patel (DSPS), Jennifer Nestojko (Lang. Arts), Azar Sioshansi (Math) – **Approved w/o objection**
  - c. BSI – Patricia Solano (Math), Gabriela Rios (Math) – **Approved w/o objection**

## VI. Action Items

- 1. AS Spring Academic Calendar – **Approved w/o objection**

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

- 1. Spring Plenary Discussion of ASCCC Spring meeting (April 20-22) and SJCC attendees – Jesus encouraged the senators to attend the Spring Plenary in San Mateo. Submit your names to Lenora.
- 2. SLO Committee Discussion of faculty concerns with process being used for adopting new software for SLO reporting – Jesus said TracDat is currently being used for SLO reporting and there's talk of using CurricUNET for this instead. Celia, Rebecca, and Meiko distributed a TracDat/CurricUNET comparison sheet, a statement about the transition process, and a timeline summary. The committee will make documents available to the faculty. CurricUNET was purchased in August 2013 to manage course outlines of record. Discussion: SLOs and the assessment tool is a 10+1 issue. The process of vetting it through the SLOAC and the senate was bypassed. The SLO committee wants time to review and make a recommendation. Dean Abel apologized for having thought the process had been followed by his predecessors. He wants to join the SLO committee for better communication. It was suggested that senators join the SLO committee also. Celia suggested continuing to record in TracDat while a transition plan is created and port over to CurricUNET later.

3. Reassigned Time Positions Discussion of process and timeline – VPAA Graham said they're reviewing job descriptions and getting feedback from previous faculty. He proposed using the same ad hoc committee to review the job descriptions.
4. Committee Membership Discussion of process for appointing faculty to committees in Fall 2017 – Jesus said the senate hit the reset button for all committees last year and wants feedback about continuing this process. There was some confusion last year. It needs to be very clear to all faculty that they need to sign up to continue on a committee. Jesus encouraged the senators to talk with their departments.
5. Resource Allocation Model Updates – Guillermo said the committee is reviewing several models that are Full Time Equivalent Student (FTES) based which Chris F. added are the least equity based models. President Breland said SJCC continues to award more degrees/certificates even though enrollment has declined. Chris F. said the SJCC is producing 3-4 times more certificates than 15 years ago. The next Finance committee meeting is Friday at 1-4 at EVC.
6. Distance Education - Discussion of "Z-degree" and DE report – Dean Hines said the DE committee hasn't met yet. She distributed a DE student survey from the state chancellor's office. She recommended using the survey as a baseline to see where DE students are now and to help form a future path for program improvement.

**Motion: To participate in the survey to keep the opportunity open – Approved by vote**

The senate discussed tweaking/editing survey questions, anonymizing the survey data, and the need for more information about the intent of the survey. The senate wanted to confirm that the survey would not be used in faculty evaluations. Joyce Liu added that results are usually institutionalized and not individualized by course. Dean Hines clarified that voting to participate in the survey would keep the door open, but if after receiving more information SJCC could back out of the survey and not submit its student list.

Voting against the motion were Alex, Ada, Chris F. and Heidi; all others voted for the motion.

Dean Hines reported that the DE committee will meet next Monday. Moodle is being retired at the end of this semester. There are weekly Moodle support workshops (Wed. 12-2) and an online form for individual consultations. NetTutor is now a default in online courses and is available to all students. NetTutor has a portal on the library website. There will be a NetTutor demonstration on campus on Thursday. Online evaluations are moving from Dean Abel to Dean Hines' office. She thanked the senate for its support of the Z degree which will provide \$90K to faculty for course development and \$60K to instructional designers.

7. Program Review (PR) Discussion of the idea of using CurricUNET for Program Review – Judith Bell said the PR committee wants a workgroup for redesigning Program Review to migrate to the new platform, CurricUNET. The PR committee will have the opportunity to streamline the process for faculty, tie in with the Finance and other committees, and work with Joyce Liu. Judith invited the senate and Dean Abel to participate in the redesign. CurricUNET would provide one place to store everything.
8. Sparkpoint Discussion of a strong workforce initiative – postponed
9. Proposal for undergrad Math & Science Teacher Ed at UCSC – Madeline and Robert Gutierrez have applied for this seed grant to develop a Math and Science teacher preparation program with UCSC. She will bring this as a motion to the next meeting.

**VIII. Committee Reports/ Senator Updates (1 minute each)**

1. Chris F. said we're missing a technology committee. As an online instructor, he has no access to his course software.
2. Heidi said the Reassigned Time committee should closely consider the complete job descriptions as they review.
3. Linda distributed the IPCC report.

**IX. The chair adjourned the meeting at 4:25pm.**