

San Jose City College
ACADEMIC SENATE

Approved Minutes
March 17, 2015

Senators Present: Madeline Adamczeski, Michael Berke, Janet Chang, Carlos Chavez, Jesus Covarrubias, Philip Crawford, Elena Dutra, Alex Lopez proxy for Fabio Gonzalez, Rachel Hagan, Iyun Lazik, Linda Meyer, Margaret Muench, Renza Nassab, Leslie Rice, Isai Ulate, Ada Weeks, Bob Wing, Bill Carlson proxy for Mark Zheng,

Parliamentarian: Lorenzo Cuesta

Senators Absent: Percy Carr, Juan Gamboa, Valentin Garcia, Larry Harris (student rep.)

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. Chris Frazier said the Budget Committee heard from the programs/departments requesting funds from an attitude of assumed poverty and under estimating needs which forms a non-sustaining budget. It's important for the Senate to take action to control the budget process. The Senate and the board designee must agree on the new budget process. The Senate could act in restoring the budget to a safe place. They received \$3.7M in requests. They have \$1.3M remaining to disperse. We're talking about putting \$5M in reserves and earning 2% in interest in Santa Clara County. A business needs to know what the real costs are in keeping it running. He wants a budget that talks about sustaining what we have now. He invited everyone to attend the (budget) hearings.
2. VP Graham said the follow-up report was filed on time with the ACCJC. He's expects to get a letter in July taking us off of probation. SLOs assessments were put in the self-evaluation portion and faculty did a great job reporting. Two members of the visiting team will be here on the afternoon of April 9th. They will send a list of individuals to interview. He will start holding discussions campus-wide on the Accreditation Standards to raise awareness.

Information Item

1. Educational Master Plan – Dr. Fredrick Trapp, Joyce Black and Stan Francus with Cambridge West Partnership introduced themselves. Dr. Trapp said they've been providing update slides of the Educational Master Plan (EMP) and the Facilities Master Plan (FMP) to the CAC which are posted at the college Planning website. They're preparing a rough draft of both plans this spring and sending their final drafts to the Board of Trustees by Christmas. These documents will continue as works in progress. They've been conducting listening sessions/interviews with the faculty through the deans to review questionnaire responses to: (1) What is the faculty's vision for their part of the curriculum into the future and what are the space needs; (2) Whether or not the current facilities have short-comings. They will translate enrollment projections into space requirements for numbers of rooms and buildings. He asked what is the process to develop from idea to formal proposal new degree or program fields of study? Estimated faculty who have attended the listening sessions have been 10-12 from CTE, 4-5 from Humanities, and 2 from Math/Science. Cambridge West is meeting with Language Arts later today. Talk with your deans and VP Graham to forward ideas to Dr. Trapp. Cambridge West's process is to speak with Instructional and Student Services. Dr. Trapp asked Jesus to forward to him which committees/chairs to try to speak with, i.e. Finance, Technology, and Safety/Facilities to solicit additional information. Cambridge West will continue meetings on March 26 and on March 27 to present to the CAC. He will try to schedule an afternoon discussion meeting with the college. Linda said there is a formal process to develop new curriculum with a link on the Curriculum Committee

homepage listing the required paperwork and documents to walk through the entire processing. If this link is not available, it's due to the lack of a campus webmaster and the lack of personnel with the time/training to put up the documents.

2. AB 288 Concurrent/Dual Enrollment Legislation - VPAA Graham said this legislation is being proposed to reduce barriers in offering dual enrollment to high school students. One of the barriers is offering college courses open to all at closed high school campuses. They're been in conversations with Campbell, and San Jose Unified District. The students would receive both high school and college credit for these classes. President Breland suggested the Senate might support these efforts by passing a resolution to the Board of Trustees (BOT). This will be added as an action item for next time.

V. Committee Appointments

1. Evaluation Committees – **All Approved w/o Objection** (except Cac Nguyen)
 - a. Sandra Honesto (Cosmo) for Carol Ramirez-Bost (Cosmo)
 - b. Roxie Banks (Cosmo) for Sandra Honesto (Cosmo)
 - c. Megan Grace (Dent. Asst.) for Laura Sanchez (Dent. Asst.)
 - d. Counseling Evaluations

COUNSELOR	EVALUATING COUNSELOR:
Chiem,Lila	Elena Dutra
Dutra,Elena	Carol Young
Gonzalez, Fabio	Elena Dutra
Ledesma,Gary	Lila Chiem
Marilyn, Crawford	Priscilla Santos
Martinez,Maricela	Priscilla Santos
Ngo,Tuan	Lila Chiem
Nguyen, Cac (PT)*	Carlos Chavez Removed w/o Objection
Pullen,Karen	Doriann
Santos,Priscilla	Karen Pullen
Tran,Doriann	Gary Ledesma
Turner, Pamela	Karen Pullen

*Adjunct evaluation committees are at the discretion of the dean.

2. Standing Committees
 - a. College Advisory Council- Hasan Rahim (Math) – **Approved w/o Objection**
 - b. Dist. Bookstore Advisory- Elena Dutra (Counseling), Scott Miller (EMS) – **Approved w/o Objection**
 - c. Ad hoc Committee on Student Achievement Goals- Jesus Covarrubias (Ethnic Stds.), Rachel Hagan (Counseling), Mary Conroy (ECE) – **Approved w/o Objection**
3. Metas Program Coordinator and Specialist – Alex Lopez (Counseling), Madeline Adamczeski (Science) – **Approved w/o Objection**
4. ASCCC Partnership Resource Team – Celia Cruz; **The Senate supports the nomination - Approved w/o Objection**

VI. Action Items

1. Approval of Newsletter Calendar cycle – Phil
Motion to have two per semester; The first in the first five weeks, and the second in the last five weeks of each semester to be included in the Ground Rules – Approved w/o Objection
 Note: This will be a new article added to the Ground Rules.

VII. Information items (continued)

3. District Senate Planning update – Margaret, Phil and Jesus met with Eric Narveson and Jack Baker from EVC. They reviewed constitutions and board agreements of other district senates. A framework and constitution including the purpose and information about the officers, membership, and meetings are needed. They discussed having 3 officers from each college, an at-large representative from each college (a senator or committee chair) totaling 8 members. The president should be elected from the 8 but not be president of either senate, and would serve a one-year term. The presidency would alternate between colleges. The decision making process should be consensus voting. The Chancellor supports this but needs Board approval. Phil said a vote of the faculty is needed.
4. AB86 update – Phil attended a forum with the legislators, the Steering Committee and Workforce Improvement. There has been no collaboration with faculty at the Steering Committee level. The Steering Committee has spent \$35M in closed meetings so far. Phil is working at the state level to continue to insist on faculty involvement with the Steering Committee.
5. AHSIE Conference Highlights and Aligning SJCC/HSI Goals – Gutierrez, Cabrera, and Adamczeski attended the conference in San Antonio, Texas. Dr. Cabrera said Perla Amado was 1 of 3 students recognized nationally for her academic achievement and leadership. They attended Deborah Santiago’s Excelencia in Education workshop on moving HSIs forward. SJCC is one of 203 HSIs in the nation. He wants the Senate’s lead in forming an advisory group by the end of the semester to address Excelencia’s 10 Guiding Questions under the umbrella of Student Services.
6. Academic/Board Policies - postponed
7. Assembly Bill 490 EOP&S Restoration of funds – Phil is a member of the EOP&S advisory committee. EOP&S restoration wasn’t funded last year. There’s a bill to restore the funds. This will be an action item next time to support the legislation to restore the funds. Alex is taking students to testify at the hearing on April 30th.
8. Ground Rules – Margaret said the published Ground Rules are different from the working Ground Rules. She, Bob and Dorothy have been meeting on Fridays at 2pm. Michael and Iyun will help with revising the rules.
9. College Technology Committee Status – Bob said the committee is on the verge of collapse. The committee has not had a quorum to meet. There’s a lack of support and interest in technology on campus. The college will lose needed technology funding if there are no recommendations from the Tech Committee. The lack of a Tech Committee/plan will harm the accreditation status and the Education Master Plan. He encouraged the Senate to strategize to support the committee. Margaret will submit this for the CAC agenda. The Senate will send out a call for faculty volunteers.

VIII. Committee Reports (Notes)

1. President’s Report: Jesus shared the impact of the technology problem and the lack of campus police support with the BOT at the last meeting. He shared these frustrations also with the new Vice-Chancellor of Information Technology, Ben Seaberry who committed to starting a District Technology Planning group to address technology issues. Jesus suggested the district hire a Chancellor with classroom experience but the BOT was not in favor. He encouraged attending the district’s Chancellor input meetings. There is consensus to add bilingualism as a preferred qualification to the Chancellor’s posting. President Breland has authorized 2 full-time temporary ESL faculty members.
2. Senators update: Iyun reported the student’s backpack was returned after 5 and half weeks. Leslie reported ESL instructors will attend the state regional meeting at Foothill College this Friday. Michael spoke with the CTSS Superior, Michael Miller. Linda submitted the written IPCC report.

IX. The chair adjourned the meeting at 4:15pm.