

San Jose City College
ACADEMIC SENATE

Approved Minutes
March 3, 2015

Senators Present: Madeline Adamczeski, Michael Berke, Carlos Chavez, Jesus Covarrubias, Philip Crawford, 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 (excused), Janet Chang (excused), Elena Dutra, 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. Senator Madeline read Sanhita Datta’s statement about the ad hoc Bookstore Advisory committee and the ongoing dissatisfaction with the new Bookstore vendor and the difficulties with working with them.
2. Dr. Burns asked on behalf of President Breland that any feedback on the accreditation document be sent to VPAA Graham and Sandra Gonzalez. He asked the Senate to authorize President Covarrubias sign-off on the document. He offered congratulations for the newsletter. He recommends collaboration between faculty and administrators to produce articles on Student Success happenings in the classroom.

VI. Action Items

1. Senate Criteria for EC appointments – Phil

Motion: To adapt this policy as amended with possible amendments by EVC – Approved w/o objection

Amendment: To strike #3 – Approved w/o objection

Amendment: To strike #5 language, “or SRP adjunct faculty member” – Approved w/o objection

Amendment: To strike #6 – Motion failed

Voting for the motion were; Iyun, Bob, Madeline, Bill, and Leslie;

Voting against were: Margaret, Michael, Ada, Alex, Renza, Isai, Carlos, Phil; Rachel abstained

Amendment: To replace 5 & 6 to read, “Exceptions may be made for extenuating circumstances if accompanied by written rationale and approved by the Senate. Extenuating circumstances may include such things as there is no tenured faculty available at either campus or there is a pedagogical reason for choosing someone outside the discipline.” – Approved w/o objection (draft with changes follows)

The peer selected shall have competency in the discipline. Competency in the discipline is defined as follows:

1. *A Master’s degree or otherwise meets the Minimum Qualifications stated in Title 5 for Instruction in the subject matter*
2. *The equivalency of the above*
3. ~~*Upper division or graduate course work in the subject matter of the evaluatee and other experience with curriculum in the discipline of the peer to be evaluated*~~
4. *An FSA in the discipline*
5. ~~*Exceptions will be made where no tenured faculty member (or SRP adjunct faculty member) meeting the criteria on either campus (department or division) is available to serve*~~
6. ~~*Other, for appropriate pedagogical reasons a faculty member may submit a peer for nomination who should be excepted from the subject matter competency above*~~

(Replacing 5&6)

Exceptions may be made for extenuating circumstances if accompanied by written rationale and approved by the Senate. Extenuating circumstances may include such things as there is no tenured faculty available at either campus or there is a pedagogical reason for choosing someone outside the discipline.

For number 2, ~~3, & 5 and 6~~ of the above it is incumbent upon the nominee to demonstrate that the proposed peer possesses the equivalency and/or subject matter course work (experience, other) within the discipline and supply such documentation simultaneously with the nomination.

V. Committee Appointments

1. Evaluation Committees
 - a. Alan Johnson (AJ) for Henry Liem (Philosophy) – **Motion failed**
None voted for the motion; Margaret, Iyun, Ada, Bob, Bill, Isai and Carlos abstained
Jesus will explain the decision to Henry Liem.
 - b. Sydney Sukuta (Laser Tech) for Isai Ulate (Machine Tech) – **Approved w/o objection**
 - c. Ron Levesque (ESL) for Novella Simonson (ESL) – **Approved w/o objection**
 - d. Roxie Banks (Cosmo) for Renza Nassab (Cosmo) – **Approved w/o objection**
2. Standing Committees
 - a. Dan McElroy for the CTC and DE committees with the caveat that he'll be meeting via teleconferencing – **Motion failed**
None voted for the motion; Bob, Bill and Isai abstained
 - b. Milpitas Education Program Planning committee - Charles Heimler, Dorothy Pucay
Voting for Heimler were: Michael, Ada, Bob, Bill, and Carlos
Voting for Pucay were: Margaret, Iyun, Bob, Alex, Leslie, Renza, Rachel, and Phil
Dorothy Pucay was selected for the committee with Charles Heimler as the alternate.

VI. Action Items

2. Resolution for Area B – Phil
Motion to adopt the resolution, “In Pursuit of a more Inclusive ASCCC” – Approved w/o objection
3. Electric Vehicle Charging Station – Phil
Motion to add a minimum of 4 charging stations to be installed at an appropriate location on campus – Approved w/o objection
4. Goals for student Achievement Ad Hoc Committee – Margaret
Motion to establish a senate ad hoc committee to formulate and propose Student Success goals for the college as required by state regulations – Approved w/o objection
It was suggested that Joyce (Lui) should be a member.
5. Approval of faculty attending the April 9-11, 2015 ASCCC plenary (Michael Berke, Iyun Lazik, Fabio Gonzalez, Jesus Covarrubias, Juan Gamboa) – Leslie
Motion to approve these and add Madeline to attend – Approved w/o objection

VII. Information items

1. AS Newsletter – Jesus shared the newsletter and noted there should be two per semester. It was noted to add continuing the newsletter to the ground rules. Margaret shared it with the Board of Trustees. Send ideas to Jesus.
2. March 15 Accreditation Follow-up Report – Leslie is concerned with the page 5 list of those who prepared the report. Only union faculty members were involved in the report. Dr. Cruz was not involved in the preparation of the report and ACCJC should know that there were no faculty members involved. Leslie will forward this information to the VP.
Motion to direct the (Senate) President to sign the Accreditation Report – Approved w/o objection
Amendment that the President should sign only if the report accurately reflects the faculty who were involved – Approved w/o objection

3. Formation of Bookstore Advisory committee – Margaret distributed the Bookstore Advisory Committee flyer. The Executive Committee will send out a call for two faculty members to serve this district committee. Any ongoing Bookstore complaints would be forwarded to these committee faculty members.
4. Update on process for identifying and prioritizing classified positions – Margaret, Jesus and Rachel attending the meeting with the administrators who outlined a process. By the end of March deans, directors, and supervisors will identify and prioritize a list of positions which need to be staffed based on annual and comprehensive program reviews. In early April this list will be given to the CAC, college President and VPs. The CAC and VPs will send recommendations to the President’s Executive committee. The President will make a final decision by mid-April for classified hiring based on this list /funding and communicate priorities to each constituent group. This process is for college positions not district positions.
5. Job Description for Dean of Library, Learning Resources and Distance Education – Jesus reported that the President has pulled the position. The DE committee found it didn’t have enough DE requirements. The President is moving to hire an interim dean. The hiring committee will stand for the next round. Leslie is not in favor of an interim appointment.
6. Governing Board decision on budget principles - Jesus/Margaret reported that the District Budget Committee proposed to send \$500k to SJCC, \$500k to EVC, \$200k to Workforce and the rest of the one-time state \$4.3M go to the district as a rainy-day fund. The faculty spoke against this allocation. The Board adopted the idea of a rainy-day fund with the amount to be decided later. They want to hear from the colleges before deciding what to allocate to the rainy-day fund. The Board wanted to know what process is being followed by the colleges and the District Budget Committee.

VIII. Committee Reports (1-Minute Reports)

1. Basic Skills: Rachel reported that Basic Skills is creating a survey to students who have dropped or stopped attending Basic Skills courses to determine reasons for dropping and future BSI support. They will send findings to all faculty members.
2. SLO: Leslie reported that SLOs are due in TracDat on Friday at midnight.
3. Strategic Planning: Leslie reported at last week’s meeting went through baselines and goals for this year which Sean Able will report to CAC.
4. Reading/Writing Center: Leslie reported that 5 peer-tutors and 5 instructors will be attending the Northern California Writing Center Association Conference in Fresno this Friday and Saturday. The ASG paid for the 5 tutors. Most of the faculty received funding through professional development and BSI.
5. ESL Department: Leslie reported one or two people will attend the ASCCC Non-Credit meeting on March 20th.
6. Executive Committee: Jesus reported from his meeting with the Chancellor that the board wants an interim appointment by July and wants to have a presence to observe the interactions between the candidates and the constituents. The Board also wants a parallel process to hire a permanent chancellor by January. Jesus and Phil attended the AB86 leadership group. Phil advised them of their violation of the Open Meetings Act by the Steering Committee meeting in secret and disallowing faculty on the committee. He and Leslie encouraged faculty and students to attend Thursday’s meeting in T-415 at 6:30pm. Jesus said the Senate has been asked to endorse AB288 (Dual/Concurrent Enrollment) College and Careers Access Pathways to help high-school students succeed in college.
7. IPCC: Linda reported there was CurricuNet training last Thursday and Friday and it will continue. Contact Linda for training. They’re still discussing pre-requisites, co-requisites and advisement levels. They need to develop criteria for college-level writing. They need input from Language Arts.
8. Distance Ed: Phil reported from their meeting last Monday. They gave recommendations for the LRC dean.
9. Facilities/Safety: Phil reported the committee took parking emails to the interim Police Chief. Campus Police is busy with hiring the permanent Chief.

10. Program Review: Michael reported PR is done for the year.
11. CAC: Margaret said the Educational Master Plan people reports to the CAC and it's the CAC job to report out to the faculty. Margaret will follow-up to get the Educational Master Plan's external scan Power Point distributed. The Educational Master Plan (committee) is working on the internal scan. Rachel asked if they could meet with counseling also.
12. The Executive Committee: Margaret reported that the senate officers and the EVC officers are meeting this Thursday to discuss the district senate.
13. Senator's Update: Madeline reported that she, Robert and other peer leaders presented at the Central & Northern California HSI Summit at UC Davis. Peer leaders received one of three national awards to the Alliance of Hispanic Serving Institution Educators in San Antonio, TX.

IX. The chair adjourned the meeting at 4:05pm.