

San Jose City College
ACADEMIC SENATE

Approved Minutes
March 7, 2017

Senators Present: Madeline Adamczeski, Michael Berke, Bill Carlson, Guillermo Castilla, Carlos Chavez, Jesus Covarrubias, Philip Crawford, Nicolas Fraire, Chris Frazier, Rachel Hagan, Michelle Gregor, Heather Jellison, Heidi Kozlowski, Iyun Lazik, Alex Lopez, Chris March, Linda Meyer, Olga Morales-Anaya, Isai Ulate, Ada Weeks, Bob Wing

Parliamentarian: Lorenzo Cuesta

Senators Absent: Nisha Guha (excused), Momoh Lahai

I. The meeting was called to order at 2:10pm.

II. Approval of Agenda – Approved as amended without objection

III. Approval of Minutes – Approved as amended without objection

IV. Public Comments

1. Julinda LeDee thanked the senate for its support of the Classified Senate. The SJCC Classified Senate is nominated for the Model Classified Senate Award to be announced this June.
2. President Breland introduced Daniel Garza, the Interim Director of Marketing & Public Relations. Daniel is working on rebranding SJCC moving towards our 100 years in 2021. Daniel is creating an overall branding identity/message for the college. He's working with a marketing contractor and would like input on some of their creative materials. Daniel would like to address the senate on the agenda.

V. Committee Appointments

1. Evaluation Committee
 - a. Michelle Gregor to evaluate Eve Mathias (both Art) – **Approved w/o objection**
 - b. (Tenure Review) Karen Pullen to evaluate Will Reyes, (both counseling, replacing Gary Ledesma) – **Approved w/o objection**
 - c. Michelle Gregor to evaluate Judith Bell (both Art) – **Approved w/o objection**
 - d. Tenure Review - Laura Sanchez to evaluate Edna Dolatre (both Dental Assisting) – **Approved w/o objection**
 - e. Leslie Rice to evaluate Celia Cruz-Johnson – **Approved w/o objection**
2. Screening Committees
 - a. Instructor, Facilities Maintenance Technology and Emerging Technologies – Jonathan Cronan (Appl. Sci.) to replace Kent Pennington (expert) – **Approved w/o objection**
 - b. Executive Director, Institutional Effectiveness, Research and Planning (1) – Celia Cruz-Johnson (Engl.), Fabio Gonzalez (EOP&S)
Celia was selected by vote.
Voting for Celia were (16): Mike, Iyun, Ada, Olga, Alex, Carlos, Chris F., Michelle, Heather, Bob, Nicolas, Heidi Madeline, Chris M., Rachel, Isai
Voting for Fabio were (2): Guillermo, Phil
 - c. ESL screening committee correction on last meeting's vote – The official count was Maritez 9, Pucay 10, Dongmei 1, Rice 16, Takei 10, and Novella 2. Madeline's vote was mistakenly counted for Maritez, but she voted for Dorothy Pucay. The Feb. 21 minutes were corrected. – **Noted**
 - d. Director, College Extension, Milpitas (1) – Fabio Gonzalez (EOP&S) – **Approved w/o objection**
3. Standing Committee
 - a. DE – Will Reyes (Counseling) – **Approved w/o objection**
 - b. Program Viability, Real Estate – Linda Ferrell (Acct.) – **Approved w/o objection**
 - c. Program Review Redesign Workgroup – Michael Berke (For. Lang.), Dorothy Pucay (ESL), Gina Del Rosario (Cosmo.), Mary Conroy (Psych) – **Approved w/o objection**
 - d. Valedictorian Selection (2) – Fabio Gonzalez (EOP&S), Heidi Kozlowski (Engl.), Heather Jellison (ESL)
Fabio and Heather were selected by vote; Heidi withdrew.
(Note: Following the meeting Fabio withdrew. Heather and Heidi were sent to the committee.)

Voting for Heidi were (14): Ada, Olga, Alex, Carlos, Chris F., Michelle, Heather, Bob, Nicolas, Heidi, Madeline, Chris M., Isai, Phil

Voting for Heather were (11): Mike, Iyun, Guillermo, Ada, Michelle, Heather, Nicolas, Heidi, Madeline, Chris M., Rachel

Voting for Fabio were (11): Mike, Iyun, Guillermo, Olga, Alex, Carlos, Chris F., Bob, Rachel, Isai, Phil

VI. Action Items

1. Institutional Effectiveness Partnership Initiative - Consider a motion to participate with a Resource Team visit to SJCC

Motion: To participate with the resource team – Approved by vote

Rachel voted against the motion; all others voted for the motion.

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

1. Reassigned Time Positions timeline discussion – Jesus forwarded the proposed list of Non-Instructional Assignments (Reassigned Time) to the senate. President Breland asked for the senate's feedback as they review the list. Anticipating the 2017-18 budget will be the same, the list was reduced by 2 FTE. The timeline has the job descriptions released by March 20th for decisions by April 13th. Last year VPAA Graham, Rachel, Phil, and Heather reviewed the reassigned time applications.

Motion: To send out a call to appoint 3 faculty to read the reassigned time applications – Approved w/o objection

Phil will craft the announcement.

2. Safe Zone & Reassigned time discussion of proposed new loading allocation – Leslie Rice said LGBTQ students need more support. 10% reassigned time for the coordinator is not enough and needs to be at least 20%. Michelle Blair distributed a list of coordinator accomplishments for the last 1- ½ years, i.e. attending committee meetings, crafting letters, supporting students. She said 10% reassigned time is not enough. She would like a LGBTQ Center and new course. Michelle asked for 20% reassigned time for the Safe Zone Coordinator.

Motion: The senate recommends an increase of the reassigned time to 20% for the Safe Zone Coordinator – Approved by vote

There was discussion about supporting the Safe Zone coordinator, but that the reassigned time needed to be considered within the whole list. President Breland would like a recommendation of which area to cut to make room for additional Safe Zone Coordinator time. He added that the Multicultural Center will be completed in 3 years.

Iyun, Bob, Chris M., Rachel, and Isai voted against the motion; all others voted for the motion.

3. Resource Allocation Model (RAM) Updates – Jesus said they're reviewing models around the state in the Friday meetings. Chris F. said the meetings have been packed with administrators. They're making headway with a resource allocation model that is based on Equity success, and the college mission. Jesus added that the model will have to be approved by the senate before going to the Board of Trustees. Phil said the District Academic Senate requested that we (the senate) forward our own model. The next RAM meeting is this Friday at EVC at 1pm.
4. Sparkpoint update regarding meeting with Dr. William Watson – Phil, Jesus, and Fabio (District Senate) met with William Watson regarding Sparkpoint. Phil said the Facilities committee passed a motion requiring equal signage at the Tech building to feature the other programs as well as Sparkpoint. Phil sited from the Sparkpoint budget, \$628K from adult education grant, proposed \$200K from Strong Workforce, \$50K from equity funds. It was missing a proposed \$1M from Texas Instruments. The new director and 5 new positions will report to the Workforce Institute. Jesus said Dr. Watson has been open to bringing the senate into the conversation.
5. BP/AP's Chapters 1-3 discussion of need to review and submit revisions to Board of Trustees – Jesus asked the senate to review and send questions/changes to him to be included in his report to the District Council in a month. (See senate email on 3/7/17)
6. Accreditation Annual Report Data – Joyce Lui said the report is due at the end of this month. The data related to the institutional set standards needs to be updated. The Institutional Set Standards committee meets this Friday from 9:30-11am.

7. Accreditation: Quality Focused Essay Timeline – Joyce Lui said this is a reminder of the 3 projects and timeline of the quality focused essay, (1) Mission Based Manual, (2) Implement EMP & FMP, and (3) RAM (budget) & Process. She distributed a map of the projects tasks, the timeline and responsibilities. Joyce will return with ACCJC recommendations.
8. Senate Mentor Program discussion of proposed curriculum for Senators that provide mentorship – Michael distributed possible items for discussion with mentees. Items included AB1725, committee work, senate activities and field trips. Nicolas suggested something similar would be helpful for adjunct faculty with compensation. Madeline added the PRC has activity funding which may help with adjunct compensation.
9. Proposed AA-T Degrees (Geography, Global Studies) – Mary Conroy distributed handouts of the proposed transfer degrees templates for Geography and Global Studies. SJCC already offers the required courses for both degrees so no new courses are needed. 18 units for the major are required for Geography, and 21 for Global Studies. Jesus asked that as the degrees are considered, we be more inclusive and not prescriptive with the elective courses.

VIII. In compliance with Government Code 54954.7F (Conference with Labor Negotiators), a closed session was held to confer with the SJCC Academic faculty representatives, Mr. Covarrubias and Mr. Crawford on matters before the AFT 6157 with Ms. Barbara Hanfling, Mr. Paul Fong, and Mr. Randy Pratt.

IX. Committee Reports/ Senator Updates (1 minute each)

1. Jesus reported at the last Board of Trustee meeting Doug Smith gave his budget report including categorical programs as funding opportunities. Jesus reminded him that they are not.
2. Chris F. reported that the Finance committee is responding to the budget managers as they review the Program Review budgets.
3. Phil reported that the Facilities committee has asked for the return of the Facilities Master Plan in light of Measure X. The Ironworkers first class started on Monday and includes women.
4. Linda distributed the IPCC report. IPCC approved 2 new Guidance courses and 7 course revisions. They discussed ECE course offerings at East Side Union High School District, and standardizing OER text listings.
5. Jesus' upcoming meetings include enrollment management with President Breland, the RAM, and equivalency faculty training on Friday.

X. The chair adjourned the meeting at 4:35pm.