

San Jose City College
ACADEMIC SENATE

Approved Minutes
May 16, 2017

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

Parliamentarian: Lorenzo Cuesta

Classified Senate President: Julinda LeDee

ASG President: Iriana Luna

Absent Senators: Nisha Guha (excused), Momoh Lahai, Isai Ulate

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 - None

V. Committee Appointments

1. Evaluation Committees (All Counseling) – **Approved w/o objection**

- a. Pamela Turner to evaluate Carlos Chavez
- b. Lila Chiem to evaluate Marilyn Crawford
- c. Beverly Stewart to evaluate Rachel Hagan
- d. Karen Pullen to evaluate Maricela Martinez

2. Screening Committees

- a. Internal/Interim, Associate Dean Noncredit Education (2) - Celia Cruz-Johnson (Engl.), Phil Crawford (AJ), Karen Pullen (Artic.)

Celia and Phil were appointed by vote

Voting for Celia were (14): Guillermo, Alex, Ada, Madeline, Olga, Rachel, Michelle, Nicolas, Heidi, Chris M., Chris F., Bill, Heather, Phil

Voting for Phil were (15): Michael, Iyun, Guillermo, Alex, Ada, Bob, Madeline, Olga, Carlos, Heidi, Chris M., Chris F., Bill, Heather, Phil

Voting for Karen were (7): Michael, Iyun, Bob, Rachel, Michelle, Nicolas, Carlos

- b. Interim, SparkPoint Program Manager (1) - ~~Phil Crawford (AJ)~~, Chris Frazier (Math) – **Approved w/o objection**

- c. Chemistry Instructor (Temporary) (3) – Jose Cabrera (Chem.), Madeline Adamczeski (Chem.), Iyun Lazik (Chem.) – **Approved w/o objection**

3. Standing Committees/Workgroups

- a. Accreditation Follow Up Report – Lorraine Levy (Psych) – **Approved w/o objection**
- b. Labor Studies Program Viability – Lorraine Levy (Psych), Phil Crawford (AJ) – **Approved w/o objection**

Motion/S/A: To create the Labor Studies Program Viability committee – Approved w/o objection

VI. Action Item

1. Update by SLOAC about CurricUNET – Celia Cruz-Johnson

Motion/S/A: To approve CurricUNET for SLO reporting – Unanimously Approved

2. ASG Child Development Center resolution final – Iriana Luna

Motion/S/A: To endorse the ASG (CDC) resolution – Unanimously Approved

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

- 1. SJCC AS Elections Update – Jesus said the results for the 3 Adjunct At Large seats were: Phil Crawford – 29, Barry Del Buono – 18, Dennis Meakin – 13, Bill Carlson and Valentin Garcia both received 12 votes. Phil, Barry, and Dennis were elected by vote. The area representatives are: Area 1– Isai Ulate, Area 2-Eve Mathias, Area 3-Iyun Lazik, Area 4-Momoh Lahai, Area 5-Bob Wing, Area 6-

Carlos Chavez, Area 7-Olga Morales-Anaya, Area 8-Michael Berke and Heather Jellison, Area 9-Nicolas Fraire, Area 10-Chris Frazier, Area 11-Jagrup Kahlon, and Area 12-Jesus. The Full-time At Large senators are Jose Cabrera, Guillermo Castilla, Rachel Hagan, Heidi Kozlowski, and Alex Lopez. The senate thanked the teller committee, Chris M., Carlos and Guillermo, for counting the ballots.

2. AS Officers/Executive Committee Elections – The nominations were: Jesus as president, Michael as vice-president, Phil as treasurer, Iyun and Alex to fill the executive committee seats. All were approved by white ballot. Alex Lopez was elected as the SJCC representative for the AFT.
3. Fall 2017 Senate Meetings Calendar – Jesus gave the fall senate dates as 9/5, 9/19, 10/3, 10/17, 11/7, 11/21 and 12/5.

Motion/S/A: To approve the fall 2017 calendar – Approved w/o objection

4. DE data entry form in CurricUNET – Dean Abel outlined the changes to the DE data form approved by the DE and IPCC committees including changing the CMS from Moodle to Canvas, adding Hybrid or Online types of courses, adding “Must be ADA compliant”, and “student to student interaction”.

Motion/S/A: To approve the DE data entry form in CurricUNET – Approved w/o objection

5. DE Eligibility Standards and Process – Audrey, the DE Coordinator. discussed the proposed DE eligibility changes. The DE committee has approved initial eligibility and becoming eligible criteria and they’re still working on the standards and process to bring back to the senate.
6. Senate Summer Retreat – Phil suggested a date around August 21st as the best retreat time based on last year’s feedback. Discussions to include the local senate’s handbook, Robert’s Rules, the previous year’s accomplishments, and goals for next year. The executive committee will query for best summer dates.
7. StrongWorkforce/Perkins – Phil will make a public record’s request to view the StrongWorkforce plan. The tentative budget included \$200K-\$300K for Sparkpoint. Sparkpoint has not been approved by the senate yet. VP Graham said the 2017-18 Perkins allocation has not been determined yet. They have an extension to May 26th. Graham and Dr. Dickerson have not received a proposal to include Sparkpoint in next year’s allocation of the StrongWorkforce funds.

8. Discussion of Matriculation committee’s proposed charge – Alex said Admissions & Records and Counseling are working together to review policies/procedures and forms which affect both offices. (Proposed charge) *The Matriculation Committee is a sub-committee of the SJCC Academic Senate. The committee will make recommendations on matters related to clarifying policies and procedures and state mandates as it relates to the matriculation process Counseling, and Admissions & Records. The committee will review policies and procedures that are: Unclear or conflicting graduation policy and requirements; Discrepancies between district policy and SJCC catalog; Interpretation of district, college, Title 5 policies and/or other catalogues; Absence of district or college policy.* He discussed the membership and meeting logistics.

Motion/S/A: To accept this charge – Unanimously Approved

9. Discussion of policy proposal for Catalog Rights –Alex
Catalog Rights for Degree or Certificate Consideration – Students who maintain continuous enrollment, meaning they attended at least one semester of summer session during the academic year, may choose to graduate under the catalog in effect at the time they first enrolled at San Jose City College or any catalog up to the time of graduation. Students who are considered returning students, meaning those who did not attend for one year or more before returning to San Jose City College, must follow the catalog requirement in effect at the time of re-enrollment. For the purpose of catalog rights, the academic year begins each fall and ends with the subsequent summer session.

Motion/S/A: To replace the catalog rights with the new rights language (from the Matriculation Committee)

10. Institutional Effectiveness Goals – Joyce Lui said the IE short/long term goals are to be fully accredited and affirmed. She recommends increasing the student success and completion rates goals by 1% in the first year and 2% over 6 years.

Motion/S/A: To accept these goals – Unanimously approved

11. Moodle savings and reallocation of resources update – VP Graham has found the savings to be about \$14K from a district funded initiative. He suggested either a recommendation or a resolution to

President Breland to reallocate those funds. He's not sure if the \$14K is for both SJCC and EVC or just SJCC.

12. Program Review update – Judith Bell distributed drafts of the comprehensive and annual program review redesign documents for use this fall. The senate will provide feedback after the summer retreat. Email comments/suggestions to Judith over the summer.

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

1. Jesus acknowledged outgoing IPCC chair, Linda Meyer, for her service. Karen Pullen will be the new chair. Celia Cruz-Johnson will serve as Heidi's proxy during her sabbatical. Jesus said that the Board is hearing strong senate/faculty/union voices and seeing unity at the meetings.
2. Bob reminded them that the Library is open till 11pm this week and next. He reported that the District Technology committee discussed initiatives in VP Graham's email. The committee asked for input. He suggested inviting Ben Seaberry to a future senate meeting.
3. Madeline said Dr. Jose Cabrera will fill the At Large seat while she's on sabbatical. She thanked President Breland, VP Graham, the senate executive committee and District Senate President, Fabio Gonzalez for senate changes and improvements.
4. President Breland thanked the senate for its tremendous work especially with the administrative team for our students, its faculty leadership, and its accreditation work. He said the senate has a strong voice in the district, particularly on the RAM committee. He encouraged the senate to imagine the possibilities for the future and persevere for student success. Jesus thanked President Breland for his leadership and his open door with faculty/staff/students.
5. Iyun reported that for the first time in 2 years all of the hoods are working. She thanked the senate for its support and diligence.
6. Celia reminded them that SLOs were due 2 weeks ago but may still be submitted. The Basic Skills integrated plan with CCCSS and Student Equity is due on December 2017. Basic Skill has a retreat on June 23rd. The senate may help/attend.
7. Iriana thanked the senate for endorsing the (CDC) resolution, and for supporting the extended library hours. She looks forward to the senate and ASG continuing working closely together.
8. Phil said the Reassigned Time committee is nearly done and the jobs have been announced. They still need to discuss the AJ and Reading coordinators.
9. Heidi said she and Heather have helped select the valedictorian for this year.
10. Chris F. reported at the last RAM meeting they announced that the consultant is done and leaving.

IX. The chair adjourned the meeting at 4:10pm.