

San Jose City College
ACADEMIC SENATE
Approved Minutes
May 18, 2021

Senators Present: President Alex Lopez, Vice President Judith Bell, Treasurer Leslie Rice proxy for Heather Jellison, Executive Senator Elena Dutra, Executive Senator Jose Cabrera, John Banks, Carlos Chavez, Jonathan Cronan, Jackie Gamboa, Jesus Covarrubias proxy for Juan Gamboa, Michelle Gregor, Dedrick Griffin, Heidi Kozlowski proxy for Rachel Hagan, David Hammerbeck, Rich Harlan, Kathy Haven, Clem Lundie, Olga Morales-Anaya, Jennifer Nestojko, Wendy Pio, and Doug Robb

Absent senators: Mary Crocker Cook, Scott Miller

Parliamentarian: Lorenzo Cuesta

Classified Senate: Andrea Lopez

IPCC: Andres Rodriguez

- I. The meeting called to order at 2:10pm via Zoom.**
- II. Approval of Agenda – Approved as amended w/o objection**
- III. Approval of Minutes – Approved w/o objection**
- IV. Public Comments**

- A. Vice President Elizabeth Pratt congratulated everyone on making it to the end of the semester. She appreciated everyone for their hard work, especially, the Senate, IPCC, DE, Program Review, SLOAC, Professional Development, and Accreditation Taskforce. She wished all a relaxing summer and hopes to see everyone at the drive-by commencement.

V. Committee Appointments – none

VI. Action Items

- A. The SEAP (Student Equity & Achievement Program) requests endorsement of the Draft Equity Framework – Rene Alvarez, Dean of Academic Success & Student Equity, asked for an endorsement of the Draft Equity Framework as previously presented.

(Judith/Jennifer) **Motion: To adopt the Draft Equity Framework – Approved w/o objection**

- B. Executive Elections for SJCC Senate President, Vice President, Treasurer, two senators at large; also Elections for District Senate President, and two district senators at large – Alex explained according to the senate constitution, only active senators may participate in the current executive committee election. Leslie objected to holding executive elections as she believed nominations should include those recently elected as had been past practice. Parliamentarian, Lorenzo Cuesta, read from the current Senate Constitution Article 4, section 1, which stated the newly elected senators will take office in the fall. Those voting for the executive officers must be current senators. Jennifer added as the Bylaws/Constitution Committee worked on the constitution and discussed the timing of the executive elections. Because of loading issues, they found it best for new senators to take their seats in the fall and the executive elections would happen in the spring. The Bylaws/Constitution Committee is still reviewing the wording and is open to suggestions. Jesus added that loading was an issue and schedules made it difficult for newly elected senators to attend the spring meetings. Doug agreed with Leslie and Heidi said this should be revisited. Nominations were as follows: Judith Bell for President; Elena Dutra and Kathy Haven for Vice President; Heather Jellison for Treasurer; Kathy Haven, Jose Cabrera, Jennifer Nestojko, and Dedrick Griffin for the two at large senators; Alex Lopez and Kathy Haven for District Senator; and Alex Lopez for District Senate President.

Executive Officers - Judith Bell named President; Elena Dutra voted as Vice President; Heather Jellison named as Treasurer; Jennifer Nestojko and Jose Cabrera voted as At Large Senators Alex Lopez voted as District Senator and named District Senate President

Voting for Elena for Vice President (11): John, Judith, Jose, Carlos, Elena, Jackie, Jesus, Michelle, Heidi, Rich, Olga

Voting for Kathy as Vice President (8): Jonathan, Dedrick, David, Audrey, Leslie, Jennifer, Wendy, Doug

Voting for Kathy as At Large Senator (4): David, Audrey, Leslie, Wendy

Voting for Jose as At Large Senator (10): Judith, Jose, Carlos, Jonathan, Elena, Jackie, Jesus, Heidi, Rich, Olga

Voting for Jennifer as At Large Senator (17): John, Judith, Jose, Carlos, Jonathan, Elena, Jackie, Jesus, Michelle, Dedrick, Heidi, David, Rich, Olga, Jennifer, Wendy, Doug

Voting for Dedrick as At Large Senator (7): John, Michelle, Dedrick, Audrey, Leslie, Jennifer, Doug

Voting for Alex as District Senator (17): John, Jose, Carlos, Elena, Jackie, Jesus, Michelle, Dedrick, Heidi, Rich, Audrey, Clem, Olga, Jennifer, Wendy, Doug, Alex

Voting for Kathy as District Senator (2): David, Leslie

Alex added that these results would be reported to the District Academic Senate at this afternoon's meeting.

- C. Senate Self-Evaluation – Jennifer Nestojko presented two forms for this year's Senate self-evaluation. (Jennifer/Judith) **Motion: To select one of these two forms for self-evaluation – Approved w/o objection**
(Rich/Judith) **Amendment: To add a “non-applicable or a 0” option to the first survey – Approved w/o objection**
(John/Clem) **Amendment: To add a “non-applicable or a 0” option to the second survey – Approved w/o objection**
Michelle liked the more detailed first option.
Survey one was selected w/o objection

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

- A. Proctorio Ad Hoc Committee update – Audrey said she and Mark Branom are the committee's co-chairs. They want to come up with a resolution or guidelines for using online surveillance programs for proctoring by this fall. Mark said in California there are more stringent constraints to follow SAS directions. Audrey asked anyone who uses Proctorio join this taskforce.
(Leslie/Audrey) **Motion: To create an ad hoc taskforce for online proctoring with (1) Audrey and Mark as the co-chairs; (2) Dedrick, Leslie, and Kathy are the other members, (3) Proctorio is not equitable for all students therefore it should not be used in the fall; (4) the taskforce will work with constituency groups to provide alternatives; (5) and report back to the senate in the fall – Approved w/o objection**
- B. Senate Fall Calendar – Judith Bell reviewed the 2021-2022 calendar dates. Proposed senate meeting dates: 9/7/21, 9/21/21, 10/5/21, 10/19/21, 11/2/21, 11/16/21, 12/7/21, 12/21/21, 2/1/22, 2/15/22, 3/1/22, 3/15/22, 4/5/22, 4/19/22, 5/3/22, 5/17/22. Proposed executive committee meeting dates: 8/31/21, 9/14/21, 9/28/21, 10/12/21, 10/26/21, 11/9/21, 11/23/21, 12/14/21, 1/25/21, 2/8/22, 2/22/22, 3/8/22, 3/22/22, April TBA, 4/26/22, 5/10/22, 5/24/22. All meetings via Zoom until further notice.
Leslie asked for the executive committee dates over the summer. Lorenzo answered there are no scheduled meetings but special meetings will be announced. Alex answered that the senate president has the responsibility to act on behalf of the senate with consultation of the executive committee. Judith added an all-campus email will be sent before a special executive committee meeting is held.
(Jose/John) **Motion: To approve the schedule for the coming terms – Approved w/o objection**
- C. NIA (Non-Instructional Agreement) for Library Coordinator – Dr. Celia Cruz-Johnson said the job description has been revised to include the OEI-CVC Consortium liaison and an increase in the job description.
(Dedrick/Judith) **Motion: To support the NIA for Library Coordinator – Approved w/o objection**
Leslie asked why the job description is not open to all faculty. Dr. Cruz-Johnson said this NIA is for a librarian because of its needed specific expertise in the terminology, software, and learning management systems. Dr. Cruz will correct the NIA description to note that it is only open to librarians.

VIII. Information items (6 minutes)

- A. Update and demo of the new SJCC website – Mark Branom said the taskforce has met with the designers and technical people since January. Daniel Garza shared the website mock-up. Judith added the designers provided a scaffolding for the website. Heidi asked for a mobile version of the mock-up. Daniel added that the design was mobile first and then desk-top. Jesus asked if the website is available to different languages. Mark answered that the site is accessible. Daniel shared the translate button for the different languages of our students, i.e., Spanish and Vietnamese. Leslie asked what the website

costs. Daniel said the backend and the design was about \$90K including 3 years of maintenance. VP Tran added that the website costs more as it evolves. The start-up budget was \$80K. Daniel said there are 453 website pages containing 1300 documents and needs to be scrubbed. This is a student-focused website. Leslie asked for faculty notification before documents/webpages are scrubbed. Carlos asked for a, "Register Here," link on the home page to make it easier for student registration.

- B. IPCC updates – Andres Rodriguez and Thuy Cao introduced themselves as the co-chairs. Andres said there are 508 courses due the for 2 or 5-year review cycle. IPCC is finalizing its 2021-22 calendar to be sent to the divisions in June. They recommend focusing on the non-substantial changes and submitting course revisions in batches as soon as possible. Contact the Articulation Officer, Gabriel Santiago, and IPCC for substantial changes and any questions.

IX. Committee Reports (1-minute each)

- A. President's Report: Alex thanked everyone for allowing him to serve as the Senate President and as the District President. He offered his support to the new executives. He said we are the bridge to the Silicon Valley for our students. He will continue to speak up for our students and faculty. The resource allocation meeting is tomorrow at 8:30am. We have not agreed on the resource allocation model and have asked the District for the employee cost and benefits. We're working closely with Evergreen. The District Budget meeting is tomorrow at 3pm and the District Council meeting on Thursday. The Chancellor stated that he is not requiring employees be vaccinated before returning.
- B. Executive Reports: Judith thanked Alex for serving as president for the last three years. She believes in the value of what we provide to our student's lives. She is excited about being your president.
- C. Jose thanked Alex as the leader for the senate and for being the objective voice for the faculty. Elena thanked Alex for his leadership and executive work.
- D. Elena congratulated everyone on completing a difficult semester. Our students are amazing and the work that we do helps them to realize this.
- E. Olga thanked the executive team for working in education during this most difficult year. She thanked her colleagues for their support and dedication in serving our students. One of her students said she appreciated SJCC for their understanding during the pandemic.
- F. Jesus congratulated Alex on these successful three years as senate president. He congratulated Judith on becoming senate president. He offered his support and advice as things come up.
- G. DE: Audrey appreciated Alex's support and leadership and for all things DE. We are officially part of the CVC (California Virtual College) Consortium. Over the summer, some faculty will be able to participate in local POCER (Peer Online Course Review) as a course reviewer. Next year our courses will be up on the CVC exchange. She hopes that we can create our own local peer online course review team. Contact Audrey for the form to participate in the review team course over the summer. They are working with IT to get the technology fixed by the fall.
- H. SLOAC/PR: Judith said they are working on the year-end self-evaluation. She is piloting a form in the fall so that the Senate has its own version of the self-evaluation form.
- I. Guided Pathways: Judith is excited about the new website allowing freedom to develop strong pathways for our students and have the information available. She thanked Rachel, Elena, and Valentin for all of their work in developing our pathways and career academic pathways.
- J. Clem said it's a pleasure to work with everyone. He is retiring. He thanked Alex for speaking truth to power. Alex thanked Clem for all of his work on the senate and for San Jose City College.

X. The chair adjourned the meeting at 4:41pm.