

San Jose City College
ACADEMIC SENATE

Approved Minutes
May 19, 2015

Senators Present: Madeline Adamczeski, Michael Berke, Janet Chang, Carlos Chavez, Jesus Covarrubias, Andres Quintero proxy for Philip Crawford, Elena Dutra, Rachel Hagan, Iyun Lazik, Linda Meyer, Renza Nassab, Leslie Rice, Ada Weeks, Bob Wing, Mark Zheng, Sya Sequi for Larry Harris (student rep.)

Parliamentarian: Lorenzo Cuesta

Senators Absent: Percy Carr, Juan Gamboa, Valentin Garcia, Fabio Gonzalez, Margaret Muench (ill), 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 without objection

IV. Public Comments

1. Dean Jaime Alonzo from the Finance committee distributed a working draft form/template of budget specifications. This will achieve a more narrow idea of program/department budget needs as it requires detail justifications and priorities. It includes 5 priority levels; (1) needs to keep the doors open, (2) maintenance for current service levels, (3) needs to directly increase student success, (4) indirect student success needs like conferences and (5) innovations. \$1.3 barely covers the stage one needs.
2. Leslie Rice appreciated working with everyone. Her proxy for next year is Dong Mei Cao of ESL who will join the Senate on email today. Leslie will return September 2016.

V. Committee Appointments

1. Standing Committees

Motion to accept President Breland's and the AS Executive committee's process appointing 2 faculty members to review the statements of intent on the Reassigned Time allocations 2015-2016 school year –

Unanimously Approved

a. Reassigned Time (2) - ~~Suzanne Gutierrez~~ (Psych), Henry Liem (Philos), Rachel Hagan (Counselor), Merylee Shelton (Comm Studs), ~~Madeline Adamczeski~~ (Chem), Leslie Rice (ESL)

None voted for Henry and Merylee; All voted for Rachel and Leslie; Gutierrez and Adamczeski withdrew

b. Chapter 4 Board Policies – Celia Cruz-Johnson, Karen Pullen, Jesus Covarrubias – **Approved w/o Objection**

c. Professional Recognition Committee (2) – Eve Mathias (Art) – **Approved w/o Objection**

VI. Action Items

1. Election of Officers & Exec. Committee - Iyun Lazik

The nominees and elected were Jesus Covarrubias for president, Mike Berke for vice-president, Phil Crawford for treasurer. Michael Berke, Rachel Hagan and Iyun Lazik were nominated for the executive committee. Rachel and Iyun were elected to the executive committee.

VII. Information Item

3. Adult Education/CDCP (Career Development College Prep) – Dean Kishan Vujjeni distributed the “No Wrong Door theme” updates on the Adult Ed project and on the Milpitas building. The consortium submitted final plans to the state on March 1st (480 pages). No Wrong Door highlights the foundation, Bridge, and Advanced Pathways of the project. The state will fund CDCP/Bridge courses at the same rate as the credit courses in the Advanced Pathways. No non-credit curriculum has been developed yet. Any curriculum must be approved through the curriculum process with IPCC. More state funding will come to assist with curriculum alignment, counseling, transition and innovation experimental Bridge programs. Milpitas Extension Campus will be ready for classes by fall 2016. They met with the

architects today. He shared a building map outlining 7 lectures rooms, 1 biology lab, 1 tech lab, and an administration building. The Education Programming committee (meeting today) with faculty input from EVC/SJCC, will work on programs to offer and a timeframe. Daytime college usage is 60% SJCC and 40% high school. After 3pm and evening usage is 100% college usage. Dean Vujjeni will accept a little more building input.

VI. Action Items continued

2. Distance Ed-Requirements for Online teaching - Leslie

Motion: To accept these requirements for Distance Education for both hybrid and fully online instruction starting Spring 2016:

Starting Spring 2016 -

Teacher Training Requirements for Distance Education:

Participate in one professional development activity per regular academic semester (Fall and Spring) related to Distance Education (on-campus workshop on a specific feature of Moodle, an off-campus DE conference, a PDD session on online learning/features, Webinar session, and so on) and demonstrate prior successful experience in teaching online course(s) at SJCC or another similar institution for a minimum of 4 semesters/sessions in previous three years;

OR

At least two courses in online teaching from @One Teaching Certification Program or equivalent online teaching programs from regionally accredited institutions.

Starting Spring 2018 –

Instructor Requirements for Distance Education:

Completed at least four courses in online teaching from @One Teaching Certification Program or equivalent online teaching programs from regionally accredited institutions

AND

Participate in at least one professional development activity per regular academic semester related to Distance Education (on-campus workshop on a specific feature of Moodle, an off-campus DE conference, a PDD session on online learning/features, Webinar session, and so on) - Approved as amended by vote

Voting for were (10): Elena, Iyun, Renza, Ada, Leslie, Andres, Carlos, Rachel, Mike, Alex

Abstaining were (3): Madeline, Mark, Bob; 0 no votes

Discussion: There is \$500 available to faculty for professional development which could offset the cost of online instruction, i.e. @ONE courses. This needs to be consistent within the district. Some would be more in favor if evaluation were coupled with the requirements.

Amendment to the motion: to add “regionally” to accredited institutions–Approved w/o Objection

3. Desirable Qualifications language for job postings - Leslie/Bob

Motion: The SJCC Academic Senate respectfully asks that this language, “bilingual abilities desirable,” be removed from all future SJECCD district job descriptions starting June 1, 2015 until the correct shared governance process has been completed.

Amendment to replace the motion with: Therefore, the SJCC Academic Senate while respectful of cultural and language diversity, we respectfully ask that the shared governance process be observed, and that this language, “bilingual abilities desirable,” be removed, from the all future SJECCD job descriptions starting June 1, 2015 until the correct process has been completed. –

Approved and adopted by vote

Voting for the amendment (11): Elena, Iyun, Madeline, Leslie, Mark, Bob, Andres, Carlos, Rachel, Mike, Alex; Renza abstained; 0 voted no

Voting to adopt the amendment (12): Elena, Iyun, Renza, Ada, Madeline, Leslie, Mark, Bob, Andres, Rachel, Mike, Alex; Carlos voted no; No abstentions

Amendment to remove, “language diversity,” in the motion – Failed by vote

Voting for the amendment were (6): Iyun, Renza, Ada, Leslie, Mark, Bob

Voting against the amendment were (6): Alex, Elena, Andres, Carlos, Rachel, Mike

4. Establishing an AS mentorship program – Iyun

Motion to establish AS mentorship program to have workshop on PDD and mentorship for newly hired faculty – Unanimously approved

5. Academic Senate Fall Calendar - Jesus/Lenora

Motion to adopt the fall 2015 calendar – Unanimously approved

6. Senate Resolution on District Budget Allocation Model –

Motion: We request that the Board of Trustees establish a funding allocation model that includes a 3 year long operational plan and separation of funding for Workforce Institute, the D.O., EVC and SJCC with the majority of funding allocated to student success efforts at each of the two colleges in alignment with the Board’s goals and that is done by September 1st. – Approved by vote

Voting for were (11): Alex, Iyun, Renza, Ada, Madeline, Leslie, Bob, Andres, Carlos, Rachel, Mike
0 voted no; 0 abstentions

7. Senate Ground Rules – Margaret

Motion: To approve the ground rules with the amendment, “of the week” (in Closing Agenda) –

Unanimously approved

***Lost quorum**

8. Reassigned Time Allocation – Rachel (No action or discussion)

9. Program Review committee changes – This will be carried over into the fall semester.

10. Summer Senate Retreat – Jesus asked the senators to respond to the Doodle to decide the date, and to attend the retreat.

11. New Program Development Approval Process – Rachel said curriculum and educational program development are two areas that the Academic Senate’s should be consulted with or relied upon. She’s requesting a change in the current degree/certificate approval process. During step 3, the Academic Senate is sent the proposed programs to review and add it to the agenda. Prior to the programs going for board approval the Senate would another have chance to view the revised program.

12. Academic/Board Policies including Chapter 4 – Jesus said the ad hoc committee has been established. The Senate wants policies in place so its 10+1 responsibilities are not removed.

VII. Information items

1. Student Equity – Fabio (tabled)

2. On line Faculty Evaluation form DRAFT – Jesus spoke with Barbara Hanfling (AFT) who’s received an evaluation form draft from the DE committee bypassing Senate consultation. Jesus is trying to schedule a meeting with the AFT. He asked the Senate to review the distributed draft.

VIII. Committee Reports (Notes)

1. President’s Report: Jesus asked for volunteers to write articles next year. He said the newsletter can be a vehicle to communicate meeting discussions/decisions to the faculty.

The chair adjourned the meeting at 4:30pm.