

San Jose City College
ACADEMIC SENATE
Approved Minutes
May 19, 2020

Senators Present: President Alex Lopez, Vice President Judith Bell, Treasurer Heather Jellison, Executive Member Kathy Haven, Executive Member Olga Morales-Anaya, Dedrick Griffin proxy for Michael Berke, Jose Cabrera, Bill Carlson, Guillermo Castilla, Carlos Chavez, Jesus Covarrubias, Mary Crocker Cook, Jonathan Cronan, Chris Frazier, Michelle Gregor, David Hammerbeck, Lorraine Levy, Scott Miller, Jennifer Nestojko, Wendy Pio, Doug Robb, Kidane Sengal, and Bob Wing.

Absent senators: Patricia Solano (excused)

Parliamentarian: Lorenzo Cuesta

Classified Senate: Andrea Lopez

- I. The meeting called to order at 2:14pm via Zoom.**
- II. Approval of Agenda – Approved as amended w/o objection**
- III. Approval of Minutes – Approved w/o objection**
- IV. Public Comments –**
 - A. Teresa Paiz, Director of Admissions and Records (A&R), thanked the Academic Senate for its support. Spring 2020 grades are due June 1st by 5pm. Positive Attendance and Variable Unit roster information will be sent out soon with instructions how to submit. They are working on a summer 2020 add code process.
 - B. Leslie Rice thanked all who worked on the Accreditation Taskforce especially those who listened to the comments from ESL and English and revised the statement related to AB705.

V. Committee Appointments

Faculty Screening Committees – needs 3 volunteers

- A. Student Accessibility Services (SAS) Counselor (Position #F2028) – Rachel Hagan (Counseling), Thao (Ivy)Tran (SAS)), ~~Heather Jellison (ESL)~~, Rufus Blair (Sign Language) – **Approved w/o objection**

MSC Screening Committees – needs 1 volunteer

- B. Vice President Administrative Services – Guillermo Castilla (Physics) – **Approved w/o objection**

Standing Taskforce – needs 2 volunteers

- C. Integrated Enrollment and Retention Plan Taskforce – Lorraine Levy (Psych), Judith Bell (Art) – **postponed**

VI. Action Items

- A. Approve the adoption of eLumen for Program Review and SLO assessments – Judith
Motion: To adopt eLumen for Program Review and SLO assessment – Approved w/o/ objection
Discussion: Senators discussed eLumen’s yearly cost of about \$26K. TracDat will overlap with eLumen for the first year of use.
- B. Approve the changes to the Academic Affairs Program Review (PR) forms – Judith
Motion: To adopt the proposed changes of the Academic Affairs PR forms – Approved w/o objection
Amendment: That every program is provided with one entire year of desegregated data for the program review – Approved w/o objection
- C. Adoption of the ACCJC Midterm report – Dr. Joyce Liu
Motion: To approve – Approved w/one objection
Guillermo voted against the motion; all others voted to approve
Discussion: Joyce said SJCC meets all the standards. The report will go next to the Board of Trustees. Guillermo asked that evidence be included by the beginning of the accreditation year. Leslie Rice thanked them for changing the wording so that AB705 as it relates to ESL and English, was more accurate and is looking forward to a real discussion of what's happening with AB705, English and ESL.
- D. Adoption of the Educational Master Plan/Facilities Master Plan (EMP/FMP) – Dr. Pratt
Motion: To approve the EMP – Approved with one objection
Guillermo objected.
Discussion: Guillermo asked for the evidence, and asked where is the Engineering Program in the plan. VP Pratt reminded them that this is an addendum and that the Engineering Program will be in the new EMP rolling out in fall 2020. VP Morikang said the softball field is a total replacement.
Motion: To approve the FMP – Approved with one objection
Guillermo objected.

Discussion: Guillermo asked about the Engineering Program in the FMP and whether this is total cost of ownership or just project cost. VP Morikang added the bond cost is construction and does not include ongoing cost. The final numbers will come from design. Chris added the total cost numbers are needed to make the decision.

- E. Distance Education Professional Development Plan Summer Addendum – Dr. Pratt

Motion: To approve the DE Plan (Summer Addendum) – Approved with two objections

Guillermo and David objected.

Discussion: Judith said they are creating a DE Academy with 19 faculty coaches. They will begin with a focus on Canvas. Audrey added the academy will be 20 hours over 3 weeks for the summer faculty to start. There are 75 of the 105 summer faculty who are not DE eligible and need training. Audrey said there is funding for the 20 hours through the CARES Act. EVC's EDIT 22 course is adding sections for the summer.

Motion: To add the addendum to the DE Faculty Handbook – Approved with one objection

Guillermo objected.

Amendment: To include an assessment – Failed by vote

Voting for the motion (6): Bob, Wendy, Lorraine, Jonathan, Guillermo, David

All others voted against (15).

Discussion: Audrey said there is built-in assessment by the coaches. Guillermo was concerned about student assessment. Chris said this is a shared purview issue with the AFT.

- F. Discussion of Synchronous/Asynchronous Instruction – **Added with one objection**

Chris objected.

Rejected Motion: To let the departments decide whether to teach synchronously or asynchronously -

Discussion: Jennifer and Guillermo said this is a 10+1 and academic freedom issue. Jesus said it should be a faculty/pedagogical decision and encouraged decisions be student friendly. Chris added this is a technical issue also because there is no coding for synchronous/asynchronous classes. Carlos said classes are advertised as online and right now that is defined as 100% online. Audrey encouraged student communication and flexibility during this emergency time of shelter-in-place.

Motion: That the decision to be synchronous or asynchronous needs to depend on faculty consultation –Approved with one objection

Carlos objected.

Motion: For the Senate to request A&R to develop a protocol for informing students on format of instruction – Approved w/o objection

Amendment: It should be referred to Academic Affairs not A&R – Approved w/o objection

- G. Senate Fall 2020 Calendar – Heather

Senate meetings (1st & 3rd Tuesday): September 1 and 15, October 6 and 20, November 3 and 17, December 1 and 15

Executive meetings (2nd & 4th Tuesday): August 25, September 8 and 22, October 13 and 27, November 10 and 24, December 8

Motion: To accept the fall calendar dates – Approved w/o objection

Discussion: Bob suggested September 29 instead of the 22nd for the executive meeting.

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

- A. Activation of SJCC Emergency Response Team – Dr. Rowena Tomaneng appreciated the Senate for weighing in on all of the institutional planning. The District Emergency Operations Committee (EOC) asked SJCC to activate the Emergency Response Team (ERT) made up of the constituency groups and unions. She is requesting the senate appoint two faculty members for each of the four ERT areas; (1) Academic and Career Education, (2) Student Affairs, (3) Business, Facilities, and Technology, (4) and Communications. The Classified Senate has identified its representatives.
- B. Proposed modifications to the district budget principles – Chris reviewed the District Budget Principles document. The budget principles are related to the business rules and the business rules are part of what controls the RAM. Chris said the Senate should be invited to the creation rather than editing at the end. Jesus said this falls under 10+1. It impacts the role of the RAM as it gets pulled out for decision making purposes.
- C. Bylaws/Ground Rules committee – Chris said they've discussed a statement that would allow a senator's request for an item to be information only if presented by 5pm the day before the agenda is sent. Lorenzo requests the committee send him the documents as a Word file so that he may offer feedback.
- D. Decision and justification of the SJCC Academic Senate to postpone the elections – Judith said Lorraine asked whether or not we violated the Constitution by postponing the elections. We asked our Senate Parliamentarian, Lorenzo Cuesta, for his recommendation on the election postponement. Lorenzo said if

these were regular times it would be wrong to postpone the election according to the Senate Constitution, but we are in a state of emergency. Senate rules do not override the Chancellor's or the Governor's rule. With the postponement, the terms of (senate) office will start about a week later. Lorraine added EVC's senate held their election she wants this senate to be accountable and to follow their Constitution and Bylaws. Alex said he serves the will of the Senate and the Senate voted to postpone the election. Lorenzo added that it is illegal to go against the state government and the District. Lorraine said the ASCCC said to bring this up for discussion. Alex said the State Academic Senate is not following its usual protocol to communicate with him anytime Senators or faculty contacts them. Alex will work with the ASCCC. There was more discussion about offensive/insulting language and being more understanding in emails.

- E. Online voting discussion for Senate Elections – Heather

Motion: To create a senate sub-committee to work on electronic voting process over the summer – Approved w/o objection

VIII. Committee Reports

- A. President's Report: Alex thanked everyone for helping students and working with faculty members. He thanked the Classified Senate, the administration, and Lorenzo for helping conduct business and keeping us to our governing documents. Alex said we need to think about the work that we have accomplished and we should be very proud. He said we've implemented AB705 not perfectly but we're moving forward. At the Board of Trustee (BOT) meeting they changed the Financial Aid Specialist III to Financial Coordinator. The Board approved the Dean of Student Equity and a temporary SAS Counselor. Pam Turner is retiring. He had to leave the CAC for a family emergency and didn't vote. This is the last senate meeting. He and the executives will be here in the summer.
- B. Program Review/SLO/Guided Pathways (GP): Judith thanked the Senate for approving eLumen. Program Review and SLOs are up to date. GP meets Monday and is moving ahead with Strategic Enrollment. A counselor is still needed.
- C. Executive Committee: Heather encouraged all to be active over the summer and check emails. The sub-committee for electronic voting needs volunteers.
- D. Kathy and Olga reminded everyone to carry information back to your departments, especially, the professional development plan for summer.
- E. District Academic Senate (DAC): Jesus reported at last week's meeting Frank Espinoza was elected DAC President as EVC went ahead with its election. At the BOT meetings the Board has allowed only written reports or public comments by the constituency groups. Andrea objected in the meeting. The Chancellor will address this with the BOT.
- F. Finance Committee: Chris reported the CAC (College Advisory Committee) approved its recommendation and it will go to the President.
- G. President Rowena Tomaneng shared that at the last CAC meeting they recommended she add a 20% disbursement of the CARES emergency funds. She will meet with the CAC co-chairs and the Finance Committee this week. She wants more information from the Finance Committee about projected training cost. The Executive Cabinet is waiting on data to inform the decision about disbursing more funds. President Tomaneng will provide written comments about these decisions and recommendations.

IX. Motion: To adjourn the meeting at 4:48pm – Approved w/o objection