

San Jose City College
ACADEMIC SENATE

Approved Minutes
November 17, 2015

Senators Present: Madeline Adamczeski, Michael Berke, Dong Mei Cao, Bill Carlson, Janet Chang, Gary Ledesma proxy for Carlos Chavez, Jesus Covarrubias, Philip Crawford, Chris Frazier, Juan Gamboa, Valentin Garcia, Fabio Gonzalez, Michelle Gregor, Rachel Hagan, Iyun Lazik, Alex Lopez, Linda Meyer, Ada Weeks, Bob Wing, Larry Harris (student rep.)

Parliamentarian: Absent

Senators Absent: Percy Carr, Renza Nassab, 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

1. VPAA Graham said by mid-December there will be a draft of the accreditation self-evaluation report on the website. Later this week a monthly accreditation newsletter will start. The new quality focused essay will identify three large issues to be addressed. Bob Pacheco is assisting with the new standards and he is great.

V. Committee Appointments

1. Standing Committees
 - a. Distance Ed (1): Margarita Mitevaska (ESL) – **Approved w/o objection**
 - b. Title IX (5): Marlise Edwards (Engl.), Nicolas Fraire (PE), Heidi Kozlowski (Engl.), Jessica Breheny (Engl.), Janet Chang (Health Svc.) – **Approved w/o objection**
 - c. Strategic Planning: Gina Ronzano (Counseling) – **Approved w/o objection**
 - d. Institutional Set Standards: Heidi Kozlowski (Engl.) – **Approved w/o objection**
2. Screening Committees – Senior Division Administrative Assistant, Humanities & Social Science: Judith Bell (Art), Mai Le Del Buono (Ethnic Studies) – **Approved w/o objection**
3. Tenure Review Committee – Eve Mathias (Art & PE) for Amber McCall (Dance) – **Approved w/o objection** (sited no other full-time faculty in dance and Eve is from a closely related discipline)
4. Ad Hoc on Adult Education Committee: Michael Divinia (Math), Celia Cruz (Reading) – **Approved w/o objection**

VI. Action Items

1. Suspension of BOG fee waiver implementation – Fabio
Motion: To adopt the resolution, Board of Governor’s Fee Waiver (BOGFW) Implementation of the Loss of Eligibility Suspension – Approved by vote
Iyun, Bob and Rachel abstained; all others voted for the motion. The resolution will go to the Board.
2. SSSP (Student Support Services Program) Plan – VPSA Roland Montemayor
Motion: To adopt the SSSP plan as presented to the Academic Senate – Unanimously approved
VPSA Montemayor said a mention of the Safe Zone could be added to the plan.
3. Integrated Planning & Resource Handbook - Dean, Sean Abel
Motion: To approve the handbook – Unanimously approved

VII. Information items - possible Action Item (limited to 6 minutes)

1. Ethnic Studies Graduation Requirement and Cultural Pluralism discussion – Jesus said on September 15th the Senate approved the graduation criteria for Ethnic Studies which he thought had been previously approved but found it was a practice and not a policy. The Senate discussed: looking at separate/different criteria for cultural pluralism with a taskforce including faculty from other disciplines and Ethnic Studies. Students, Lukas and Raquel spoke in support of the Ethnic Studies courses which

have helped with their self-awareness/identification and they don't want a watered down version of the courses. Some faculty spoke about maintaining the district's graduation requirement of Cultural Pluralism/Ethnic Studies and keeping more courses transferable. Some faculty supported maintaining Ethnic Studies courses with a boarder view of diversity, racism and a non-Eurocentric perspective.

Motion: To establish a taskforce to look at cultural pluralism guidelines and make a recommendation to the Academic Senate – Unanimously approved

2. Distance Ed Update – Heidi Kozlowski wants to vote on Canvas by this December. The town hall meetings are complete but were not well attended. 30-32% of SJCC faculty use Moodle. Canvas has a more robust app than Moodle. Phil said the district cost savings from transitioning to Canvas should be used for professional development. The OEI has a very strong rubric for online course evaluations which SJCC does not currently have.
3. ESL Resolution regarding credit/non-credit courses – Dong Mei Cao
Motion: To adopt the ESL credit courses as adopted at the State Academic Senate – Approved by vote
Rachel abstained; all others voted for the motion
4. “Milpitas Transition Team” – VPAA Duncan Graham said Pres. Breland met with the Milpitas Union High School District superintendent on Friday. SJCC is charged with developing the educational programs for the Milpitas site. Jesus and Iyun were appointed to the transition team but more faculty support is needed. Interested faculty should contact the senate office.
5. Title IX Update – VP Elaine Burns is the Title IX officer for SJCC and sent out email to outline the Title IX changes. Training is ongoing for all faculty, staff and administrators. HR has hired someone to do compliance and labor training. An investigative consultant will also be hired. There will be faculty training at the January PDD and ongoing spring workshops. They've ordered Maxient to track incident patterns. SJCC and EVC are working with community organizations to help spread the word. Find instructional checklists and forms on the website.
<http://www.sjcc.edu/home/assault-prevention-awareness>
6. Resolution in support of establishing Non-Credit Programs – Phil
Motion: To adopt the resolution in support of establishing non-credit programs – Unanimously approved
7. BP 4240 Academic Renewal Administrative Procedure – Rachel distributed BP 4240 which had been board approved but there was no procedural follow-up. She would like to work with EVC to establish district administrative procedures if EVC agrees, but if not SJCC would continue to adopt its own procedures.
Motion: To approve this administrative procedure by the counseling department – Unanimously approved
8. Institutional Review Board (IRB) discussion on approving faculty doing research/sabbaticals that involve interviews – Michael said there is no IRB at SJCC and these issues should be faculty driven. Currently the Office of Instructional Effectiveness approves faculty sabbatical research. He will bring this back as an action item.
9. Larry Harris announced the ASG is hosting a Thanksgiving dinner in SC204 on Thursday at 5pm.
10. Legislative Liaison – Michael is following through with establishing a legislative liaison to disseminate pertinent state legislation to the senate.
11. ASCCC Fall Plenary Conference Update – Michael, Phil, Jesus attended the Fall Plenary in Irvine. Jesus referred the senators to the view the resolutions at the www.ASCCC.org website. Jesus authored a resolution about faculty diversity which passed. He encouraged the senate to attend the Spring Plenary. Phil authored a resolution for workload relief for full-time faculty and to pay adjunct faculty for committee work. There was discussion about contacting and removing non-serving senators and committee members and requiring committees to have an attendance policy for Senate standing committees. Jesus will email non-attending committee members. Michael enjoyed Roseann Berg's plenary session about increasing interaction with adjunct faculty.

VIII. Committee Reports

1. Linda distributed the IPCC report. They've approved the first non-credit course (Medical Assisting) and are awaiting state feedback.

IX. Adjournment - The chair adjourned the meeting at 4:30pm.