

**San Jose City College**  
**ACADEMIC SENATE**

**Approved Minutes**  
**November 3, 2015**

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

**Parliamentarian:** Lorenzo Cuesta

**Senators Absent:** Madeline Adamczeski, Percy Carr, Rachel Hagan (excused), Renza Nassab (excused)

**I. The meeting was called to order at 2:12pm.**

**II. Approval of Agenda – Approved as amended without objection**

**III. Approval of Minutes – Approved without objection**

**IV. Public Comments**

1. Leslie Takei, the ESL faculty and lab coordinator, asked the Senate to approve the ESL Resolution Affirming Credit for ESL at Community Colleges. The resolution has been approved by 23 other community colleges. The SJCC ESL department unanimously supports the resolution.
2. President Breland attended a successful trip to Southeast Asia with VPSA Montemayor and Doriann Tran, the International Student's Coordinator. We want to increase the International Student's program and globalize/internationalize our campus. They request faculty for an exchange program. DeAnza, Foothill, West Valley visited also. He commended VP Graham, Dean Kimura, psychological services and the Center for Living & Dying for handling the reaction to the SJCC student who was recently murdered. He introduced Monica Ochaney, a consultant assisting with developing a Coding Academy here at SJCC. The 14-week training will consist of non-credit courses. The cohort of 100 students will meet three times per year starting fall 2016 with curriculum from Harvard University.

**V. Committee Appointments**

1. Standing Committees
  - a. Professional Improvement (3): Shelley Giacalone (Comm. Studies) – **Approved w/o objection**
  - b. Adult Ed Ad Hoc (Open): Patricia Gairaud (ESL), Leslie Takei (ESL), Phil Crawford (Admin. Justice) – **Approved w/o objection**
  - c. Milpitas Planning Group (3-4): Jesus Covarrubias (Ethnic Studies), Iyun Lazik (Chem) – **Approved w/o objection**
2. Screening Committees
  - a. EOP&S Staff Assistant I (2): Fabio Gonzalez (EOP&S), Lila Chiem (Counselor), Angela Tran (Math) **Fabio and Lila were approved by vote**  
Voting for Fabio were (13): Michael, Fabio, Ada, Bob, Carlos, Alex, Valentin, Michelle, Dong Mei, Bill, Chris March, Phil and Chris Frazier  
Voting for Lila were (13): Michael, Fabio, Iyun, Ada, Bob, Carlos, Alex, Valentin, Michelle, Dong Mei, Bill, Janet and Phil  
Voting for Angela were (4): Iyun, Chris March, Janet and Chris Frazier
3. Mai Le Del Buono (Ethnic Studies) for Khalid White (Ethnic Studies) – **Approved w/o objection**

**VI. Action Items**

1. Educational Master Plan – VPAA Duncan Graham said Cambridge West's work is complete. The final draft is on the website. The first reading will go to the Board of Trustees on the 10<sup>th</sup>.  
Motion: To approve the Educational Master Plan – **Unanimously approved**

2. General Ed Student Learning Outcomes (GESLO) vs. Institutional Student Learning Outcomes (ISLO) – Jesus explained the SLO committee’s request to change the language/focus from Institutional Student Learning Outcomes to General Educational Student Learning Outcomes.

**Motion: To approve – Approved by vote**

Chris March abstained; All others vote for the motion.

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

1. Distance Ed Update – Michael Berke said Heidi is attending a Distance Education conference. Heidi is working with Ben Seaberry and Jorge Escobar to provide paid training for converting to Canvas from Moodle. Canvas may charge \$1 per conversion for the change. Heidi held the first town hall meeting last Wednesday. Heidi is working with Clem Lundie on the DE Master Plan and the Campus Technology Committee (CTC). CTC did not have a quorum at the last meeting. She’s updated the DE website Online Learning Resources for Faculty web pages.
2. Common Assessment – Michael said Celia requested a taskforce for the Common Assessment Initiative to plan the pilot and implementation features of the Common Assessment, its use and timeframe. The plan needs to be ready by spring 2016. She recommends taskforce representation from Counseling, Math, ESL, Reading, Placement, and Classified Staff. The Senate will consider this on the next agenda.
3. BP4240-Academic Renewal-Administrative Procedure – postponed
4. SSSP (Student Support Services Program) Plan – VPSA Roland Montemayor thanked the Senate for sending four faculty members to the committee. The chancellor’s office commended SJCC for the outcomes. There were four open forums for campus participation. They will add a program for AB540 and expand the PLT to other disciplines with a support of an instructional aid. Fabio said the college’s data doesn’t match the statewide data. It reflects 45% students report as “Other” with lower numbers for Asian and Latino students. Please send feedback on this draft to VPSA Montemayor.

**Motion: To approve the plan – postponed until November 17th**

The Senate discussed waiting until the draft is finalized. It will be presented at the College Advisory Council on November 20<sup>th</sup>.

5. Finance Committee’s Budget Justification Template – Dean Keiko Kimura said the template was revised to address the unclear differences between innovation (truly discretionary) and operational funds needed to maintain status quo. This will help the President Breland advocate SJCC needs to the district. The document will provide a documentable link between program review and budget decisions. Lenora will send the template out for review. The Senate asked if the Finance Committee would provide feedback to them and/or the requesting departments about what was or was not funded.

**Motion: To approve this template as a living document – Approved by vote**

Michael, Michelle abstained; All others voted to approve the motion.

6. “Milpitas Transition Team” – VPAA Duncan Graham said the team will provide direction on the operations and the educational programmatic offerings. This team is taking over from the work of the Workforce Institute.
7. District Senate Update – Jesus said the Board of Trustees unanimously endorsed establishing the District Senate. Jesus and Eric will work on next steps during the Fall Plenary. They will bring the constitution and bylaws back to each senate for review. If the constitution and bylaws are completed this fall the District Senate can elect officers, adopt a budget, and pay state dues in the spring providing for a new delegate at the state Academic Senate by fall 2016.
8. Suspension of BOG fee waiver implementation – Fabio said the fight was lost at the state level to halt the suspension of the BOG fee waiver for students on academic probation for two consecutive terms (with the exception of foster youth). Currently 1200 SJCC students will become ineligible for the fee waiver next year and will be forced to attend elsewhere. Fabio will bring a resolution to suspend the implementation of the fee waiver removal.

## **VIII. Committee Reports**

1. President’s Report: Jesus attended the District Budget meeting where Doug Smith presented a very fiscally conservative budget approach. Phil, Michael and Jesus are attending the ASCCC Fall Plenary in

Irvine tomorrow. The Spring Plenary will be held April 21-23, 2016 in Sacramento. He encouraged the senators to attend the Spring Plenary. He encouraged senators to make sure faculty members are aware that information items may include action, and to be judicious about taking action.

2. Iyun asked the new faculty mentors/mentees to give an update in a future meeting.
3. Linda distributed the IPCC report. They're working on the new program development process to bring to future meetings.

**IX. Adjournment** - The chair adjourned the meeting at 4:05pm.