

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

**Approved Minutes**  
**November 1, 2016**

**Senators Present:** Madeline Adamczeski, Michael Berke, Bill Carlson, Carlos Chavez, Philip Crawford, Chris Frazier, Michelle Gregor, Alam Jahangir proxy for Nisha Guha, Rachel Hagan, Heather Jellison, Heidi Kozlowski, Momoh Lahai, Iyun Lazik, Alex Lopez, Chris March, Linda Meyer, Olga Morales-Anaya, Isai Ulate, Ada Weeks, Bob Wing

**Parliamentarian:** Lorenzo Cuesta

**Senators Absent:** Guillermo Castilla, Jesus Covarrubias (excused), Nicolas Fraire

**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. Ryan Brown, the district's Interim Public Information Officer, said there are plans to take campus photographs of SJCC, including students and faculty at work in the classrooms. They're coordinating dates for SJCC/EVC with a contracted photographer. He will email dates and would appreciate spreading the information to faculty and students. He hopes this will cause a minimum of disturbance. Questions can be emailed to Ryan Brown.
2. Celia Cruz-Johnson and VPAS, Roland Montemayor gave an update on the Common Assessment. Celia said we will not adopt the new assessment in December as planned, however they have a City College replacement/transition. Roland said we've applied for \$75K to help during this transition (Compass expires on November 30). Accuplacer is coming tomorrow and customizer workshops will be provided. The state chancellor's office said the Common Assessment may not be in place until January 2018. When the Common Assessment is in place it will provide student ID and access to all college placement scores. This is a good time to look at doing things differently.
3. Iriana Luna, the ASG President, said the Mental Health Association Club is in need of a faculty advisor due to the retirement of the two previous advisors. To maintain their charter they must have an advisor. She asked any interested faculty to contact Andrew Phelps, Blake or Iriana.

**V. Committee Appointments**

1. Evaluation and TRC Committees
  - a. Tuan Ngo to evaluate Marc Sola (Counseling) – **Approved w/o objection**
  - b. Pamela Turner to evaluate Karen Pullen (Counseling) – **Approved w/o objection**
  - c. Debbie Huntze-Rooney (Athletics) to evaluate Janet Chang (Health) – **Approved by vote**  
Chris F voted against; All others to approve
  - d. Non-Tenure Committee - Alex Lopez for Alma Garcia (Counseling) – **Approved w/o objection**
  - e. Non-Tenure Committee - Doriann Tran for Claudia Barbosa (Counseling) – **Approved w/o objection**
  - f. Tenure Committee - Sydney Sukuta (Laser Tech) and Linda Ferrell (mentor) for Jonathan Cronan (Applied Sci.) – **Approved w/o objection**
  - g. Tenure Committee - Clem Lundie (CIS) and Sydney Sukuta (mentor) for Kidane Sangel (CIS) – **Approved w/o objection**
  - h. (EC) David Yancey (History) for Alan Johnson (Admin Justice) – **Approved w/o objection**
2. Screening Committees
  - a. Dental Assisting Faculty/Coordinator – Laura L. Sanchez (Dental Asstg. To replace Gina del Rosario) – **Approved w/o objection**
  - b. International Students Program Specialist (1) – Maria Nuphaus (Soc. Sci.), Karen Pullen (Artic.), Iko Fukui (Foreign Lang.), Doriann Tran (International Students Dir./Counselor)  
**Doriann Tran was selected by vote.**  
0 voted for Maria and Iko  
Voting for Karen (1): Chris M  
Voting for Doriann (14): Carlos, Alex, Ada, Rachel, Madeline, Michelle, Chris F, Heather, Heidi, Olga, Bill, Alam, Phil, Mo

## VI. Action Items

1. AS New Faculty Mentor Appointments – Olga Morales-Anaya for Alma Garcia – **Approved w/o objection**

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

1. Resource Allocation Model-updates from first meeting – Chris F said they've vetted some principals and will conduct a simulation of different resource allocation model outcomes. The goal should be to have an ongoing review process which improves each year.
2. Revisions to Chapter 4, Administrative Procedures/Board Policies-discussion of credit by exam, academic renewal – Michael said the procedures/policies have been emailed and feedback should be sent to Jesus. Rachel and Carlos worked on an academic renewal process which has been presented to EVC. They're waiting on EVC's feedback and will bring any changes back to the senate. Chris F has concerns about credit by exam for Math and will consult with Linda and IPCC. Phil has concerns about the elimination of the policy which requires the AFT/District to consult with the senate to set the academic calendar.
3. Open Source Textbooks-continued discussion of institutionalization – Bill emailed inexpensive textbook site links from Susan Hines to the executive committee. Phil said there's money and grants to help faculty. Phil wants permission to start a grant application to encourage faculty to look for and adopt OERs. Susan Hines has volunteered to present on OERs. Linda said any faculty who is interested in/using OERs should let Susan Hines know. Linda added the Cool 4 Ed portal has accepted text for CID courses which have been approved by CSU/UCs.

### **Motion: to extend this item for 5 minutes – Approved w/o objection**

Linda said the curriculum committee has only identified the approved OER text at the Cool 4 Ed website so far. Alam added that in Chemistry it's easy to change the lab manuals but more difficult to change the text.

### **Motion: to extend this item for 5 more minutes – Approved w/o objection**

Chris F uses a free text book but encountered hidden administrative cost/hurdles in changing to the free text.

4. Online Tutoring-discussion on how to provide tutoring for students in online/hybrid courses – Bob said there's been a push to provide resources to off-site students. The DE committee recommends that faculty deploy the Canvas-integrated service, NetTutor, in all of their fully online and hybrid courses.

### **Motion: to endorse the DE committee's recommendation**

Heidi reminded them that NetTutor cost SJCC \$22-\$24 per hour.

### **Motion: to extend this item for 5 minutes**

Rachel said there's a need to find other funding possibilities.

### **Motion/S/A: to postpone to next meeting**

Rachel requested that the executive committee meet with Pres. Breland, VPAA Graham and Susan Hines to discuss costs.

5. ELL resolution-discussion of endorsing state senate resolution on including ELL in Equity categories – Iyun said the ESL department requests the senate support the ASCCC resolution, #7.02 F16 Inclusion of English Language Learners in Equity and Scorecard Categories.

*“Resolved, That the Academic Senate of California Community Colleges work with the California Community Colleges Chancellor's Office to modify tracking in the equity plan and the Student Success Scorecard to include English language learners in the categories of access, course completion, degree and certificate completion and transfer in the equity plans and in the categories of persistence, 30 units, degree/transfer in the Student Success Scorecard.”*

<http://asccc.org/sites/default/files/Resolutions%20Packet%20FA16%20for%20discussion%20on%20Friday.pdf>

Phil said the SJCC plenary delegates will be asked to vote on the resolution.

### **Motion: to support the resolution at the Fall Plenary – Approved by vote**

Heidi and Rachel voted against supporting the resolution; all others voted for the motion

## VIII. Committee Reports/ Senator Updates (1 minute each)

1. Executive committee/District Academic Senate – Phil said the EVC Academic Senate never approved the District Academic Senate constitution/by laws which the District AS approved. EVC is concerned

that their voice is being overshadowed by SJCC. Phil, Fabio, and Jesus are communicating with EVC to allay their concerns with the District Senate.

2. Iyun said 90% of the hoods in the Chemistry building failed inspection on August 19, 2015. The district was made aware of this and nothing was done. This exposes students and faculty/staff to flammable toxic chemicals. On October 14th they emailed the department requesting the repairs. Three weeks ago the Chemistry department suspended its experiments until further notice.
3. Phil said the first non-credit course for the Apprenticeship program will be submitted next week. There's a grant opportunity for a Court Interpreter's program. This would be an earn-while-you-learn opportunity.
4. Madeline invited everyone to the ACS 2015 award ceremony honoring Mark Zheng on November 17<sup>th</sup>. Mark will receive a \$1K award. \$500 of which will be donated to an area at SJCC selected by Mark.
5. Bob reported the Library/LRC has seen an increase of infections on student's files and USB drives. Be careful when allowing students access to your instructor stations. Be aware of any anomalous behavior or error messages. Report them to tech support.
6. Olga reported the Dia De Los Muertos event will be held on November 10<sup>th</sup> on the lawn in front of the Arts building or in the Theater if it rains. The Storytelling workshop starts at 11am followed by a local high school performance, a LA band and lunch.
7. Rachel reported she and Meiko took 19 black students to tour historically black colleges in the south. The students needed instructor approval to miss class. She was available to proctor exams/mid-terms. This was a free trip for students. Rachel wants faculty to be considerate of what students experience on campus.
8. Phil reported it's time to consider areas in need of reassigned time and to alert the committee if the work is not happening.
9. Heidi reported the DE committee approved the DE Online Verification form but would like to change it to include online and hybrid for clarity. They also discussed requesting an extension from spring 2018 to fall 2018 for faculty to complete their course work before submitting the Online Verification form.
10. Phil said if Measure X passes there will be \$950M for facilities. The senate would need to give direction as to changing the Master Plan in light of the additional funds. Chris F said when planning committees change their charge it should be brought for senate approval. Phil will bring this back.
11. Linda submitted the IPCC report. They approved two course revisions. She said please get the courses (revisions) to IPCC as soon as possible.
12. Chris F reported that departments still have difficulties making purchases. Anthony Oum attended the last Finance meeting to help explain the purchasing process. Phil said there will be \$1-1.5M if Prop 55 passes.
13. Michael said the Program Review committee is reviewing the comprehensives. The annual are due on November 5<sup>th</sup>.
14. Rachel reported Basic Skills has money for faculty projects/conferences to support student innovation and achievement.
15. Phil reported the Enrollment Management committee wants to take Science/CTE labs out of the class size equation for the reallocation model because the mandated smaller class sizes get an unfair lower performance score.
16. Alex reported meeting with Roland, Duncan, and Robert to discuss dual-enrollment and review the MOU with San Jose Unified. Del Mar also wants SJCC classes at their campus.
17. Isai, the CTE Liaison, said we've received an enhancement grant to purchase equipment to offer the Quality Control Technician certificate in the future. Phil added the district received \$2.2M from the Strong Workforce Taskforce of which SJCC wrote a resolution to get 68% due to its CTE programs.

**IX. The chair adjourned the meeting at 4:00pm.**