

San Jose City College
ACADEMIC SENATE
Approved Minutes
November 21, 2017

Senators Present: Michael Berke, Jose Cabrera, Guillermo Castilla, Carlos Chavez, Jesus Covarrubias, Phil Crawford, Nicolas Fraire, Patricia Solano proxy for Chris Frazier, Bill Carlson proxy for Nisha Guha, Rachel Hagan, Heather Jellison, Jagrup Kahlon, Mo Lahai, Iyun Lazik, Alex Lopez, Chris March, Eve Mathias, Karen Pullen, Isai Ulate, Bob Wing

Parliamentarian: Lorenzo Cuesta

Classified Senate: Julinda LeDee

Absent Senators: Barry Del Buono, Olga Morales-Anaya (excused)

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 - none

1. President Breland said the Library was burglarized over the weekend. The police have responded and this has their full attention. He encouraged all to stay vigilant as a community to make sure our campus is safe and secure. He thanked the senate for prioritizing the 20 requested positions. He has accepted the first 3 positions for hiring; Counseling, Chemistry, and Biology. The next set of positions is not confirmed yet. There's money to hire 6 positions. He wants to hire next in areas lacking full-time faculty, and areas to sync up with SJSU. Faculty will be asked to review market data and student enrollment for CTE area. Failed hiring positions will go back out.

V. Committee Appointments

1. Evaluation Committees
 - a. Linda Meyer (peer) to evaluate Robert Wing (both Library Science) – **Approved w/o objection**
 - b. Doug Robb to evaluate Carlton Connor (both PE) – **Approved w/o objection**
 - c. Carlton Connor to evaluate Terri Oberg-Hearn (both PE) – **Approved w/o objection**
 - d. Terri Oberg-Hearn to evaluate Tait Rafat (both PE) – **Approved w/o objection**
 - e. Tait Rafat to evaluate Doug Robb (both PE) – **Approved w/o objection**
2. Screening Committees
 - a. Vendor(s) selection for the Program Management/Construction Management services (1 Senator needed); Jesus Covarrubias (Ethnic Stds.) – **Approved w/o objection**
 - b. Executive Director, Strategic Partnerships and Workforce Innovation, DO; Chris March (Mach. Tech) – **Approved w/o objection**

VI. Action Items

1. Approval of 2017-2019 Integrated Plan: BSI, SSSP, SEP – Robert Gutierrez
Motion to postpone (to review draft changes) – Approved w/o objection

VII. Information items (Possible Action)

1. Board Policies needing review: BP4250, BP4225, BP7250, AP4225, AP4230, AP4235, AP4240 – Fabio said the board policies and administrative procedures were distributed last week. The matriculation committee consisting of SJCC/EVC faculty/staff/MSA and Lisa Owens (DO), is reviewing/comparing student impact practices to policies and the procedures before sending them on to the Trustee Board. Email input to Fabio and Alex. The final language will return on December 5th for approval.
2. ASCCC Fall Plenary summary report of conference by senate attendees – Jose became aware of SJCC senate's work at the state level for our students. Nic found that he could amend/adjust resolutions even as a new senator. Dennis received good CTE contacts statewide. Mike enjoyed talking with colleagues statewide and making connections. Phil worked on the apprenticeship resolutions. He was pleased to see the establishment of the LatinX caucus. Alex appreciated President Breland's support.
3. Update on Senate Resolution – Jesus shared the resolution with the Trustee Board. The Board did not approve the recommended company. Vice Chancellor Doug Smith wasn't sure of the next steps. The district has 3 years to spend the bond money. Phil clarified that the senate wanted to pause to be included in the process of the outreach and recruitment. VC Smith didn't see the need for this vendor search to be participatory, but thought of it as a more traditional search.

4. Process to Verify Eligibility to Teach Online – Audrey Blumeneau discussed the proposed changes to the form draft. The DE committee wants approval for the form and database.

Motion: To amend the form with the provision that, “faculty members would have the opportunity to appeal the decision to the Senate” – Approved by vote

Mike voted against; all others voted to add this amendment

The senate discussed who should have the overall responsibility to verify the eligibility (the DE Coordinator, the DE Dean, other deans, or the senate), the need for faculty to have access to their data on the database, and keeping a line for the Senate President on the form. Audrey said as the DE Coordinator she only has 6 ½ hours weekly with little time to oversee this process. Dean Hines said faculty would have access to their own data.

Motion: To postpone to the next meeting – withdrawn

Motion: To add on the last paragraph, “individual faculty will have access to their own record” – Unanimously approved

5. Program Review discussion of the development of a hybrid Annual form – Judith Bell said the Library and Student Accessibility Services requested this form for programs with a few academic classes which need to be assessed. She reviewed the form and will return on Dec. 5th.
6. CurricUNET Update – Judith asked whether the senate was ready to move to CurricUNET for program review. The senate discussed the existing problems with SLO assessment input and reports on CurricUNET, giving faculty choice (TracDat or CurricUNET) for SLO, the need to make the process easier for faculty, waiting to work out the IT issues with CurricUNET before moving on, and the possibility of a pilot program next year. Jesus will bring these issues to the next District Council meeting.
7. ESL Certificate of Competency, Noncredit for Career and College – Heather said the application for the certificate was emailed to the senate. The certificate would be an award for ESL completion and will make the noncredit courses eligible for increased funding per course (\$5070 per FTE same as credit courses). She reviewed the SLOs, certificate requirements, and compared other college certificates. Karen added that these non-transcript certificates would be written in the department not counseling.
Motion: To approve – Approved w/o objection
8. Proposed Spring 2018 AS Meeting Calendar – The senate reviewed the spring senate meeting dates: February 6 & 20, March 6 & 20, April 3 & 17, May 1 & 15. The executive committee will meet: January 23, February 13 & 27, March 13 & another day to be announced, April 10 & 24 and May 8.
Motion: To approve – Approved w/o objection
9. Accreditation Update – Mike said 2 of the 10 recommendations of compliance were changed to recommendations to improve which gives more time to address them. They’re working with Joyce, a writer, and a strike team to review. The final follow-up report is due March 15th. The first draft will come to the senate on December 5th. The visiting team arrives in April. It’s not known yet who the ACCJC case manager will be.

VIII. Committee Reports (1 minute each)

1. President’s Report: Jesus said he attended the CCLC conference with the Chancellor who wants to meet. He spoke with President Breland about a holiday social at the Flames restaurant for the last senate meeting. President Breland suggested including his executive team.
2. Parliamentarian: Lorenzo said this senate is the most productive, cooperative, and respectful of his clients. He added that the speakers should direct their questions to the chair to reduce side conversations during the meetings.
3. ZDegree: Jesus said they will have the findings at the next meeting.
4. AFT: Phil wants a full press on hiring full-time faculty and a significant pay increase next year. He added about 20 may leave next year with the Golden Handshake.
5. SLOAC: Mike reported they will work closely with Professional Development. He encouraged all to attend the meetings or email him with suggestions.
6. Matriculation: Alex reported that they’re working with board and administrative policies along with EVC to make sure we are consistent and in compliance with Title V.
7. Classified Senate: Julinda reported they are collecting toiletries for the San Jose Family Shelter. They’re hosting a campus potluck on Friday, December 1st from 11:30-1:30pm. All are invited. Julinda and her

team will present an equity based proposal focusing on African American males to the Board of Trustees on December 12th.

8. Accreditation: Mike reported that the IEPI Partnership (practice accreditation group) will visit on December 1st from 11:30-1:30pm.
9. IPCC: Karen reported they've approved 16 course revision proposals, 2 new course proposals, 4 course deactivations, and to program revision proposals.

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