Senators Present: President Judith Bell, Vice President Elena Dutra, Treasurer Heather Jellison, Executive Jose Cabrera, Executive Senator Jennifer Nestojko, John Banks, Shelley Blackman, Mark Branom, Carlos Chavez, Mary Crocker Cook, Jackie Gamboa, Juan Gamboa, Julio Flores, Michelle Gregor, Dedrick Griffin, Rachel Hagan, David Hammerbeck, Kathy Haven, Jagrup Kahlon, Alex Lopez, Anita Reyes, Doug Robb, Kidane Sengal, Yevgeniya Sokolenko, Isai Ulate
Absent senators: none
Parliamentarian: Lorenzo Cuesta
IPCC: Andres Rodriguez
Classified Senate: Andrea Lopez

I. The meeting called to order at 2:10pm via Zoom.

II. Approval of Agenda – Approved as amended w/o objection

III. Approval of Minutes – Approved as amended w/o objection

IV. Public Comments
   A. Academic success of the softball team/student-athletes – Debbie Huntze-Rooney shared the Fall 20 and Spring 21 student-athletes ranked 14th nationwide through the National Fast-Pitch Organization. The student-athletes had a 3.476 (GPA). The teams stayed connected during COVID and worked with the faculty. There were 12 Academic All-Americans with 3.5 GPA or higher for fall and spring semesters. She introduced Academic All-Americans, Taylor Fowler and Chelsea Vermont.

V. Committee Appointments
   Standing Committees
      A. Professional Development (2) – Sanjay Dorairaj (CIS), Julie Kennedy (ECE) – Approved w/o objection
      B. Evaluation & Tenure Review (TRC) Committees – Approved w/o objection except as noted
      C. Mai Le Del Buono (Sociology) to be evaluated by Henry Liem (Philosophy) – Postponed to find faculty available Spring 2022 in a more closely related discipline.
      D. Shelley Giacalone to be evaluated by Dr. Waylon Baker (both Comm. Studies)
      E. Eugenia Del Rosario-Fontela to be evaluated by Sandra Honesto (both Cosmo)
      F. Thuy Cao (EOP&S & CARE) to be evaluated by Elena Dutra and Fabio Gonzalez (all Counseling) – previously approved (10/2/18)
      G. Elisse Reyna (Case Manager) to be evaluated by Rachel Hagan and Olga Morales-Anaya (all Counseling)
      H. Gabriel Santiago (Articulation Officer) to be evaluated by Meiko Daire and Valentin Garcia (all Counseling) – Previously Approved 3/19/19 and 9/1/20
      I. Carol Easter’s (Art) Tenure Review Committee to consist of Michelle Gregor (Art) and Jesus Covarrubias (Music & Ethnic Studies)

   Screening Committees
      A. Acting Dean of Research, Planning & Institutional Effectiveness (Position #S2149) (needs 1-3): Judith Bell, Anita Reyes, Heather Jellison – Approved w/o objection
      B. Staff Assistant II, Counseling (Position #S2150) (needs 1): none

VI. Action Items
    VII. Information items (6-minutes limit)
      A. New Faculty Positions Update – Judith Bell presented the hiring priority list to President Tomaneng who added that the Dental Assistant faculty position did not need prioritization due to the nature of the upcoming vacancy. President Tomaneng listed the upcoming new faculty positions as: (1) DE Coordinator, (2) Biology, (3) Communication Studies, (4) Psychology, (5) Business, and (6) Ethnic Studies African American. President Tomaneng thanked the departments who submitted requests and the Senate for its prioritization.
B. Update on Spring Classes/Remote Modalities/DE (Distance Education) Requirements – Judith Bell said there was an email thread discussing modalities. Judith, Alex, and Gary met with Phil Hu of the Union. The remote modalities, asynchronous, synchronous, hybrid, as well as face-to-face courses will be available in the spring. The emergency DE requirements will end this semester. We want to maintain our standards and not lower them or extend the emergency requirements. Audrey added that last year we agreed to align our DE training standards with EVC’s. Online courses reviewed by the California Virtual Campus – Online Education Initiative (CVC-OEI) receive a quality sticker on the course exchange, which makes them show up first. John asked whether another faculty could teach his CVC approved courses. Audrey said the CVC is reviewing this and for now, the submitting faculty is tied to the course. John asked when a course would be available for faculty who teach synchronously. Audrey said @One has a course geared towards teaching synchronously. EDIT 22 has a module for synchronous instruction.

C. Guided Pathways (GP) Update – Elena Dutra said part of GP organizes majors and programs to make navigation more student friendly. This semester the team created five Career & Academic Pathways (CAPs) naming principles for guidance: (1) Inclusion & Equity, (2) Keep an open mind, (3) Accuracy, (4) Focus on student perspective/perception, (5) Efficiency for students. Earlier this semester, 276 students responded to the GP survey with 60% of those being under age 24. She thanked Mark Branom, Ben Grainger, Michael Mooney, Dr. Celia Cruz-Johnson, and Mary Conroy for their lead in the focus groups. The team will host student focus groups, survey faculty, classified professionals, managers, as well as, organize majors/programs and finalize the CAPs names by the end of this semester. Elena asked for input in the upcoming surveys. VP Lena Tran thanked the 16-member core team and the core-core team, Ben, Elena, Valentin, Rachel, Mark, Celia and Mary for all of the hard work. Alex invited everyone via email to the District Academic Senate’s GP webinar hosted by the state Academic Senate.

D. ASCCC Fall Plenary, November 4-6, 2021. Unlimited virtual registrations at $325 due by October 28 – Heather Jellison said there is $5K for conferences this year. Interested senators should contact Lenora or Heather regarding attendance. Lenora added there are 5 senators who have submitted requests to attend, Judith, Elena, Juan, Jose, and Jennifer. Alex reminded them that resolutions are available at the ASCCC website (asccc.org). Contact Alex or Judith with resolution feedback.

E. Fraudulent Admission and Financial Aid Applications – Takeo Kubo said there have been suspicious records found over the last few semesters. Some of the records are from people outside of the area with similar contact information patterns, i.e., missing phone numbers or 818 area code numbers. Teresa Paiz said Admissions & Records (A&R) is working with IT to identify fraudulent applications, or “actors”. There are two lines of defense, spam filters through CCCApply and ITSS filters. Some actors are getting through the spam filters. A&R emailed suspicious applicants for responses before dropping from classes. Teresa asked faculty to look at the census, drop the no-shows/non-participants, and look for suspicious phone numbers/emails. Contact Teresa for help. Takeo added if these actors made it through to apply for financial aid, they asked for a second form of identification. Actual students supplied real identification and awarded their aid. VP Garcia commended Takeo, Teresa, and ITSS for their safeguards. He added they are being very careful to prevent fraud. Jackie reminded faculty to create assignments due in the first two weeks to help identify fraudulent students. Doug dropped 13 non-participating students of which 10 had Hotmail email addresses. John had students turn in garbage assignments to stay long enough to receive financial aid. Shelley asked for a list of fraud clues and drop dates. Takeo offered to supply that information and work with John if needed.

F. Educational Master Plan (EMP) Draft – President Rowena Tomaneng began the review with the EMP snapshot that began before January. Joyce said the EMP provides direction for the next 10 years and strategies for academic and career programs. President Tomaneng shared the EMP Steering Committee activities of spring and fall 2021 including administrating surveys, conducting environmental scan/qualitative focus groups, conducting three town halls, updates at Professional Development Day and College Advisory Council (CAC), and adding EMP information to the website. Joyce said COVID 19, statewide initiatives, racial equity, DE and integrated planning for institutional effectiveness remained in the backdrop during the planning process. She highlighted the five institutional goals. The three key institutional milestones are: (1) develop/maintain campus wide governing process, (2) ensure planning and evaluations conducted regularly at all levels, and (3) ensure planning and evaluations submitted and reported by all committees and constituency groups in a timely manner. The key
operational processes are the student equity framework, the program review timeline, and the annual institutional resource allocation process (IRAP). The external environmental scan found that our community continues to face poverty issues and in the next 10 years, growth will be in health and technology. Asian and Latinx enrollment will grow by 10% and 4.8% respectively. The internal environmental scan focused on Vision for Success trends, evaluating program awards and transfer majors, student equity, and surveying EMP internal/external stakeholders. The next steps will update the Strategic Plan, develop the Diversity Equity & Inclusion Plan, the Facilities Master Plan, the Technology Master Plan, and develop an Institutional Planning Manual. Joyce will email the slides to Lenora for the senators.

G. Reorganization of Veterans Services at San Jose City College – VP William Garcia found three managers assigned to Veterans Services, the Dean of Counseling & Matriculation, Director of Financial Aid, and Director of Student Development of Activities, to oversee three personnel. In discussing this with the President, they recommended reducing the managers so that the Veteran’s Counselor and Veteran’s Program Assistant would report to the Dean of Counseling & Matriculation. The Veteran’s Affairs Certifying Official will continue to report to the Director of Financial Aid (Financial Aid Specialist III). The program will grow easier with fewer managers involved in making the decisions.

H. Meeting/Class Accessibility – Dr. Edina Rutland noted the Accessibility Statement was revised to include the availability of live transcription upon request. Live transcription is not an accommodation but hosts must enable it at every class/meeting. Give anyone requesting meeting/class accommodations the opportunity to receive needed assistance. Send requests to Dr. Rutland. ESL students and others benefit from live transcription. Make sure the Accessibility Statement is included in meetings invites. Accommodations should be requested within 48 hours of the class/meeting. Mark noted that the transcript is not as good as having a live interpreter but it is better than nothing. Try to edit the transcripts for more accuracy. John said he is not paid to edit transcripts. Mathematics are not translated correctly on transcripts.

I. Senate Goal Setting – Judith Bell discussed goal setting with the Executive Team. She sent a link to a survey for senator feedback. The Senate will discuss the goals at next meeting.

VIII. Information Items/Possible Action (6-minute limit)

A. Accreditation Task Force Becoming a Standing Committee – Jennifer Nestojko said the Task Force is ready to level up to become a committee in November. The committee will need more participation and assist with the accreditation self-evaluation (ISER). The committee charge included guidance of the ISER writing team, providing accreditation updates, guide the accreditation progress/process, and providing updates to the commission. The membership will include three faculty, three classified professional, three students, and three MSC. The committee will report to the College Advisory Committee (CAC) and provide regular updates to the Academic and Classified Senates. (Jennifer/Mark) **Motion: For the Academic Senate to support the change of the Accreditation Task Force to become the Accreditation Committee – Approved w/o objection**

VP Pratt thanked the Senate and appreciated Dr. Waylon Baker and Jennifer for their work on the task force.

B. Update DE Committee Membership Rolls to include SAS Administrator – Audrey Blumeneau said DE Committee wants to update the charge to include the SAS administrator because accessibility is critical. Their current membership is six faculty, two classified professionals, and three academic administrators. DE wants to change the charge from three “academic administrators” to read “three administrators.” (Mark/Isai) **Motion: To approve the DE change – Approved w/o objection**

C. Academic support and/or Resolution to Reaffirm Swimming Pool on Educational Master Plan/Facility Master Plan – Doug Robb wants to bring the pool back into the college planning. He asked the Senate consider the following resolution.

*Proclamation/Resolution to promote the Swimming Pool Facility to return to San Jose City College for use by the Kinesiology and Athletics Division*

*Whereas Fall 2012 was the last semester the swimming pool and corresponding course were held. Kinesiology and Adapted Physical Education classes were scheduled from 7:45 to 2:30 each week;*
Whereas 10-1-2018, the Facilities, Safety and Technology Committee placed in the annual goals the update to the Facilities Master Plan (FMP) to include the swimming pool. The Action Plan at the same meeting supported it and sent to College Advisory Committee (CAC) with a recommendation in support; Whereas 4-2-2019 San Jose City College Academic Senate approved without objection their support for sending to Educational Master Plan (EMP) and to FMP for funding for the pool; Whereas 3-27-2020 the EMP stated that the Fred Trapp group from Cambridge Consulting who consulted and authored the previous EMP should include the pool. The pool was used for general students, including APE student body, as well as rehabilitation, faculty/staff use and a venue for hosting outside events. The language was never updated into the EMP; Whereas 4-30-2021 a revised EMP addendum/final draft included language from 2019 and 2020 Kinesiology Program Review stating reasons to bring the swimming pool back to campus, for students and staff as well as opportunity for rental similar to the soccer use of the fields leading to added revenue; and Whereas in previous EMPs and FMPs the process was followed, supported and contracted consultants for locations and timelines. Presently, the division is asked once again to begin the process over;
Now, therefore, be it resolved that the 2021-2022 Academic Senate will to support, promote and commit itself in returning the swimming pool facility to San Jose City College beginning with this year’s EMP and FMP.

(Doug/John) Motion: To support the resolution for the swimming pool’s return to San Jose Community College – Approved w/o objection

John said this is important because many students cannot swim. Carlos said when the pool was removed it took away a lot of the community from the college. It was large in the SAS community. He supports its return. David said many students, faculty, and staff do not have access to a pool. Anita said there are exercise benefits from the pool. She supports the motion.

D. Use of Evaluators for Associate Faculty in eLumen – Judith Bell said Associate faculty do not have to add their own data into the system. They may pass the data to the department coordinator for upload. With eLumen aggregate scoring makes it difficult to run an accurate report. She suggested not using evaluators indiscriminately for privacy. Evaluators may be assigned to a section of a course. She wants to allow course/department coordinators to assign themselves to the sections for associate faculty who do not upload their own data. This would yield a more accurate report and added reflections. Heather would like to present it to the part-timers for feedback before moving on this. This will return.

IX. Committee Reports
A. President’s Report: Judith reported having a productive meeting with the union. She will be attending the Plenary in-person. She wanted to introduce Enrique Velasco, the new Director of Metas who left earlier.
B. Program Review: Judith reported moving ahead with the pilot. They have done test runs and she is starting to build the real templates.
C. SLO: Judith there will be a questionnaire on the institutional SLOs. They need feedback from all constituency groups. Please respond to it.
D. Professional Development: Judith read their meeting report. They defined the charge including responsibilities, and revised annual goals. Shusaku presented the Equity Dashboard and asked for input to market it to the community.
E. Classified Senate: Andrea reported working with the President on a process to prioritize classified positions similar to the Academic Senate. They will survey the college community about needed classified positions.

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