

San Jose City College
ACADEMIC SENATE
Approved Minutes
September 7, 2021

Senators Present: President Judith Bell, Vice President Elena Dutra, Executive Jose Cabrera, Executive Senator Jennifer Nestojko, John Banks, Shelley Blackman, Mark Branom, Valentin Garcia proxy for Carlos Chavez, Mary Crocker Cook, Jackie Gamboa, Juan Gamboa, Julio Flores, Waylon Baker proxy for Dedrick Griffin, Rachel Hagan, Kathy Haven, Jagrup Kahlon, Alex Lopez, Anita Reyes, Yevgeniya Sokolenko, Isai Ulate
Absent senators: Heather Jellison (excused), Doug Robb
Parliamentarian: Lorenzo Cuesta
Classified Senate: Andrea Lopez
IPCC: Thuy Cao

- 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 w/o objection**
- IV. Public Comments**

A. President Tomaneng appreciated the Senate for stepping up in leadership. The Board approved the vaccination mandate last week which states students including student athletes will be fully vaccinated and provide proof of one vaccination dose or a religious/medical exception by September 15th. By October 1st all employees will provide proof of first vaccination or a religious/medical exception. The District EOC (Emergency Operations Committee) has formed small working task-oriented groups to figure out vaccination verification, COVID data collection, and testing. All students are under this mandate, including dual-enrollment and Milpitas extension. The Chancellor is conducting a district town hall this Friday to give updates on accomplishments. We have been reviewing Cabrillo, University of San Francisco, and other campus models of vaccination mandates and immunization verification tools like Med-Proctor. The Chancellor is hosting an all-constituencies meeting to discuss this quick implementation. We hope to provide more details this Friday. The Vice Presidents, Deans, and Directors will discuss this vaccination mandate with their departments.

V. Committee Appointments

Standing Committees – All approved w/o objection except as noted

- A. Accessibility Committee (3-4) – Mark Branom, Audrey Blumeneau, Shelley Blackman, Anita Reyes
- B. College Advisory Council (AS President +2): President Judith Bell
- C. Distance Education Committee (at least 6): Dorothy Pucay, Edna Dolatre, Prabhjeet K Brar, Leslie Takei, Padma Manian, Mary Cook, Gabriela Rios, Patricia Solano, Gabriel Solomon, Audrey Blumeneau
- D. Diversity Advisory Committee (1): Jennifer Nestojko, Huimin McKinlay and Charles Heimler (appointed fall 2020 to 2-year term)
- E. Facilities and Safety Committee (3): Iyun Lazik
- F. Finance (3): Patricia do Carmo
- G. Instructional Policies and Curriculum Committee (IPCC) (5 total to 3-yr. term, 1 needed): Mark Branom (appointed fall 2020), Padma Manian (appointed fall 2020), Andres Rodriguez (Co-Chair), Thuy Cao (Co-Chair), Rebecca Gámez
- H. Planning and Institutional Effectiveness Committee (4): Benjamin Grainger
- I. Professional Development Committee (4): Shelley Giacalone, Waylon Baker, Madhavi Sudarsana
- J. Professional Improvement Committee (3): Shelley Giacalone, Wendy Pio
- K. Program Review Committee (8 including 2 senators): Judith Bell, Huimin McKinlay, Dorothy Pucay
- L. Technology Committee (3): Heidi Kozlowski, Mark Branom, Kidane Sengal, Gabriel Solomon

Heidi, Mark, Kidane selected by vote.

Voting for Heidi (19): John, Shelley, Jose, Valentin, Mary, Elena, Julio, Jackie, Juan, Dedrick, Rachel, Kathy, Jagrup, Alex, Jennifer, Anita, Yevgeniya, Isai, David

Voting for Mark (17): John, Shelley, Mark, Jose, Valentin, Mary, Elena, Julio, Jackie, Juan, Dedrick, Kathy, Jagrup, Alex, Jennifer, Anita, Isai

Voting for Kidane (18): John, Mark, Jose, Valentin, Mary, Elena, Jackie, Juan, Dedrick, Rachel, Kathy, Jagrup, Alex, Jennifer, Anita, Yevgeniya, Isai, David

Voting for Gabriel (6): Shelley, Mark, Julio, Rachel, Yevgeniya, David

- M. Student Equity and Achievement Program (4): Thao (Ivy) Tran, Tiffy Nguyen, Edna Dolatre, Ruth Zylka
- N. Student Learning Outcomes Assessment Committee (faculty from each division): Judith Bell, Dorothy Pucay, Huimin McKinlay, Jess Votaw, Lucas Wang
- O. Scholarship Committee (open): Andrea Aloe, Rebecca Gámez, Azar Sioshansi, Cindy Huynh, Iyun Lazik, Leslie Corona (History), Kathy Haven, Carlos Chavez
- P. District Budget Committee (DAS President + 1 Senator) – Fabio Gonzalez
- Q. District Institutional Effectiveness Committee (DAS President + 1)
- R. District Professional Recognition Committee (3): Leslie Rice, Zerrin Erkal, Rachel Hagan
- S. District Technology (SJCC Tech Chair + 1 Tech member): Kidane Sengal, Mark Branom
- T. South Bay Consortium for Adult Education: Leslie Takei (ESL), Phil Crawford (Career Ed), need Basic Skills

Screening Committees – Faculty Position needs 3; Classified Positions need 1

- U. Librarian (Systems and Reference) (Position #F2119) – Prabhjeet K. Brar (Biology), Shelley Blackman (Library) – **Approved w/o objection**
- V. Instructional Laboratory Technician I (Medical Assisting (Position #S2140) – Jagrup Kahlon (Medical Asst.), Rosemary Bautista (Medical Asst.)

Jagrup selected by vote.

Voting for Rosemary were (3): Jennifer, Anita, Yevgeniya; all others vote for Jagrup

- W. Adaptive Media Technology Specialist (Position S2138) – Rufus Blair (Sign Language) – **Approved w/o objection**

Evaluation Committees

- X. Eugenia Del Rosario (Cosmo) – Peer Evaluator, Wendy Pio (Dental Asst.)

Returned to Eugenia for like/closely related department faculty.

- Y. Renza Nassab (Cosmo) – Peer Evaluator, Eugenia Del Rosario-Fontela (Cosmo) – **Approved w/o objection**

- Z. Hung Trieu (Economics) – Peer Henry Liem (Philosophy) – **Moved to next agenda**

VI. Action Items – None

VII. Information items/Possible Action (6-minute limit) – None

VIII. Information items (6-minutes limit)

- A. Welcome and overview of Senate functions and roles – Judith Bell welcomed the senators. She reviewed the senate’s canvas shell containing the Academic Senate Handbook, highlighting the Senate Mission, 10+1, Constitution, Bylaws, Ground Rules, and SJECCD Civility Statement. Judith discussed senator roles and introduced the Executive team, Elena Dutra, the Vice President, Heather Jellison, the Treasurer, and Senators At-Large, Jose Cabrera and Jennifer Nestojko. She reminded the senators to find a proxy for absences, review the agenda, minutes, and supporting materials before senate meetings. Senators represent their constituency groups not individuals.
- B. Brown Act Overview – Senate Parliamentarian, Lorenzo Cuesta, reviewed the Brown Act, a.k.a., The Open Meeting Act of 1953. He reviewed the hierarchy of documents: Federal statutes, State and local laws, SJECCD policies, SJCC policies, Senate Constitution, Bylaws, Robert’s Rule and Senate Ground Rules. Lorenzo explained how the Senate may amend the Constitution, Bylaws, and Ground Rules. The public will participate freely without intimidation, and have easy access to the agenda posted 72-hours before the meetings. Agenda exceptions can be made with 2/3 vote or if the issue was unknown prior to the posting. Standing committees must comply with the Brown Act. Special meetings can be held with 24-hour notice. Voting members may not communicate with each other via social media. No secret ballots are allowed. Senators must vote on behalf of their departments so there are no abstentions. The public will address the senate civilly, and may record or broadcast the meetings. Closed sessions are allowed if there are union issues. Lorenzo is a professional parliamentarian assisting SJCC for 7 years.

- C. Update on the ISER Timeline – Jennifer Nestojko said the Accreditation Taskforce held a camp this summer to discuss the standards, identify gaps/successes, fix gaps, and the call for more participation. They will start writing this fall. Dr. Elizabeth Pratt thanked those who participated in this summer’s standards review. She will return to the Senate to request the Accreditation Taskforce become a committee.
- D. Distance Education Updates – Audrey Blumeneau shared the DE updates. DE provided twelve 1-hour workshops over July, with topics including accessibility, Canvas tools, student assessments and OER. April assisted faculty following the workshops. SJCC faculty were emailed links to the recorded sessions. Many faculty attended June’s virtual Online Teaching Conference. Topics included universal design learning, accessibility, and grading practices. Mark Branom, the OER Liaison, and others attended the virtual Open Educational Resources Conference held in August. Topics included equity, anti-racism, and zero textbook costs. April Qian, the DE Program Technologist, and Audrey are working with CTSS to potentially offer HyFlex classroom training (teaching in-person and virtually at the same time). About 90 faculty have completed EDIT 22 including 15 this summer. At least 26 completed the @One DE courses. Faculty continue to update their eligibility at the DE Eligibility Canvas site. The DE emergency addendum expires end of this fall semester. Those teaching online will need to be fully certified. Ninety attended the Universal Design Learning workshop at PDD and April provided an open house and tech support. Audrey and April will conduct trainings at noon on Thursday & Friday throughout the fall. ITSS is completing phase one of the CVC-OEI implementation. Audrey is working with the Online Proctoring Taskforce to provide guidelines and a resolution to be reviewed by DE, Accessibility Committee, and the Senate.
- E. Vacancies in Area 2, 4, and At-Large Adjunct Areas – Judith said the Senate will send the call to Area 2 and 4 to fill the vacancies.
- F. SJCC Equity Dashboard – Jose Cabrera and Dedrick Griffin – **Postponed to next meeting**
- G. New faculty positions per Chancellor Breland (6 positions) – Judith said there 6 new positions from the State. Two positions remain open from the last round. The Executive team will discuss the Faculty Hiring form and the timeline at its next meeting.
- H. Proctoring Update – VP William Garcia thanked Beth, Audrey, and Edina for their collaboration this summer. Chong Yang, Test Proctor & Accommodations Coordinator, will assist with proctoring tests for disabled students in the Testing Center by appointment during business hours, Monday – Thursday, 8:30am-5:30pm, and 9am-1pm on Friday. Test proctoring for non-disabled students will be very limited. ESL assessments are held in the Testing Center. The Testing Center proctoring capacity is limited due to COVID-19 safety guidelines. Student Affairs does not take a position on the use of Proctorio. We are committed to abiding by the federal and state laws in accordance with the ADA (Americans with Disabilities Act). Our obligation is to provide accessibility to all students.

IX. Committee Reports (1-minute each)

- A. President Report: Judith welcomed everyone back. We hope the new website goes live before Thanksgiving. The Brown Act’s suspension of online attendance rules runs out at the end of this month bringing possible changes about how we meet.
- B. Executive Committee Report: Elena reminded them that taskforces, work groups, and committees need to go through Academic Senate for appointments. It is important for us to work together.
- C. District Academic Senate (DAS): President Alex Lopez welcomed everyone back. The DAS is conducting a seminar for Non-Credit on the 17th at 11am. They are planning a retreat with the Chancellor to address the resource allocation, accreditation, and institutional goals. They will meet on the 20th to set the retreat agenda.
- D. Open Education Resources (OER): Mark reminded senators to tell their constituencies that OER exists, and that it reduces costs for students. Merlot.org is an excellent repository of OER materials.
- E. Classified Senate: Andrea said the first meeting is next week.

X. The chair adjourned the meeting at 4:18pm.