

San Jose City College
ACADEMIC SENATE

Approved Minutes
September 2, 2014

Senators Present: Madeline Adamczeski, Michael Berke, Janet Chang, Carlos Chavez, Jesus Covarrubias, Philip Crawford, Fabio Gonzalez, Rachel Hagan, Iyun Lazik, Elena Dutra, Linda Meyer, Margaret Muench, Leslie Rice, Ada Weeks, Robert Wing, Mark Zheng, Larry Harris (student rep.)

Parliamentarian: Absent

Senators Absent: Percy Carr, Juan Gamboa, Valentin Garcia, Eve Mathias, Isai Ulate,

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

II. Approval of Agenda as amended – Approved without objection

III. Approval of Minutes as amended – Approved without objection

IV. Public Comments (Each comment is limited to 3 minutes on any item not on the agenda. The law does not permit action or extended discussion on any item not on the agenda except for special circumstance. If Senate action is requested, it may be placed on the agenda at a subsequent meeting.)

1. Robert Gutierrez with the METAS Program brought the good news that they were awarded the Title V HSI Grant of \$2.5M for the Caminos Project. He thanked the senate for its support.

2. President Breland welcomed the senate back. He appreciated the senate adding a meeting early so that more would be achieved. The Hiring Priority List will be a priority again this year. Last year's great hiring priority process yielded 7 new hires. He wants the senate to keep in mind what 10+1 means in terms of student success and focus on the students. He wants the college to increase our ability to serve the students to transfer, get a job or get a degree. He's looking forward to hearing more voices from the senate. President Breland introduced the new Vice-President of Administrative Services, Jorge Escobar. The senate welcomed VPAS Escobar.

3. Vice-President of Academic Affairs Duncan Graham said he and his EVC counter-part, Keith Aytch, have been charged with updating chapter 4 of the board policies regarding academics. They are proposing a joint taskforce from both EVC and SJCC senates to streamline the process and this would be critical for accreditation. The CCLC distributes approved board policies and administrative procedures. They would like to complete this during this fall.

4. Ron Levesque, ESL Coordinator, said in two weeks 32 Japanese students will study ESL here for 1 week. They will study for 3 hours Tuesday-Friday morning. This may lead to more international relationships between SJCC and Kagoshima University. There will be a reception on Sept. 15th.

5. Celia Cruz-Johnson reminded the senate that the SLO Spring 2014 reports need to be in TracDat by October 10th. Missing Fall 2013 SLOs need to be uploaded to TracDat by 5pm on September 18th. She invited the senators to consider serving on the SLO committee and thanked Leslie Rice for her service. Leslie appreciated Celia's work and encouraged everyone to get their SLOs onto TracDat.

V. Committee appointments

A. Hiring committees- DSPS and other summer appointments

1. Executive Administrative Assistant to the President: (Fabio Gonzalez declined at the meeting), Karen Pullen and Graciela Cochran - **Approved by white ballot**

2. Program Review: Lisa Vasquez - **Approved w/o Objection**
3. Academic Senator for Area 4: Renza Nassab - **Approved w/o Objection**

B. TRC – Jessica Breheny for Cynthia Solem - **M/S/A**

The discussion centered on disallowing faculty with different FSAs or in different departments from serving on EC/TRC committees.

Voting for the appointment were: Phil, Fabio, Carlos, Elena, Bob, Jesus (tie-breaker)

Voting against were: Madeline, Janet, Rachel, Leslie, Margaret

Abstaining were: Ada, Mike, Iyun, Mark

EC - Mary Conroy for Mary Crocker Cook - **Approved w/o Objection**

Information Item

5. Accreditation discussion: David Yancey and Barbara Hanfling from the AFT 6157 requested senate feedback addressing how to document the SLO standard participation within the faculty evaluation. The senate discussed adding a simple checkbox stating, “I administer SLO assessments in my classroom” and one other box stating, “I’ve participated in a discussion of the SLO assessments outcome” with the date of the outcome discussion. It was suggested to add a narrative addressing SLOs within the current self-evaluation. Other colleges have incorporated a one-line checkbox stating SLO participation. It was suggested that the new standard language simply questions how the faculty members are using the results of the assessment and did they discuss the assessment of the SLOs. Any language around the use of the assessment results should be constructive and not punitive. Any other ideas or feedback should be sent to the AFT.

Senator Rice is concerned that there is still no overall faculty co-chair. The position needs to be advertised and perhaps the re-assigned time should be increased from 20%. We need to move forward for the next accreditation cycle.

VI. Action Items

1. Faculty Hiring priority: Criteria & Process

Motion to adopt the bottom rubric with amended language (of the Academic Senate Faculty Hiring Priorities handout) - M/S/A (unanimous)

Discussion: Some liked the specifics of the rubric. Basic Skills uses a rubric. The rubric could also be used to substantiate a department’s missing position. Some thought this rubric is too complicated. \$1.7M which goes to categorical funds should not be included in this process. Some thought last year’s process was less complicated. This rubric gives specifics and a non-biased process. It was suggested that the process needs to be more humanistic. The rubric would be used to inform the senator’s personal decision.

Motion to postpone the vote until the process and the timeline are discussed today – M/S/A (Unanimous)

Motion to approve the timeline (on the back of the Hiring Priorities handout) – M/S/A

Voting against the motion were Leslie and Mark; No abstentions; All others voted for the motion. President Breland felt that this process is rushed. He recommended keeping the old process and tweak that if needed. More time is needed and this could be done by the end of September or by the first meeting in October. This process doesn’t seem ready to go.

Motion to amend the motion to extend the presentations on timeline to the first meeting in October - M/S/A

Leslie voted against the motion; Abstaining were: Madeline and Iyun; All others voted for the motion

Motion to use the process of requiring a paragraph explaining how the program reviews meet the criteria and a presentation like last years' at the first October (senate) meeting – M/S/A

Leslie voted against the motion; Mike abstained

VII. Information items (Senators are asked to introduce the topic, provide necessary documentation, and ask the Senate as a whole about their recommendation to move the item to next meeting as an Action Item – 6minutes each)

1. Re-assigned time committee: Phil will meet with Celia and Ron to discuss the process for this year.
2. Distance Education: Leslie reported that during PDD Dorothy Pucay made a presentation, Heidi Kozlowski talked about test/quizzes in Moodle, Leslie talked about Turnitin.com. Dorothy will be a part of the DE committee and is sending invitations to join.
3. Assessment by ACCJC: Leslie emailed information from VPAA Graham regarding different colleges' approaches to meeting the 3A1C requirement. She highlighted one example with a checkbox and an optional narrative. She encouraged all faculty members to contact their union reps, David, Barbara and Kieron Connolly with feedback about meeting the requirement.
4. ASCCC update: Phil is the rep for the north to the state Academic Senate. He attended the executive board's accreditation meeting in August. It cited the LA Times article that the ACCJC bypassed putting CCSF on probation as the visiting team had recommended and went to more serious sanctions. The state Academic Senate discussed the idea of a no-confidence vote against the ACCJC. The board of governors has the authority to change Title V and change the accreditors.
5. Accreditation discussion (David Yancey) see above
6. ACCJC update: Phil said the ACCJC has issued 56-58% sanctions while the national average for all other accreditors is 6-8%. He recommended Marty Hittelman's paper, "ACCJC Gone Wild." The ACCJC is currently on a quasi-sanction because their standards lack clarity and specificity in its sanction letters to colleges.
7. AB86 update-Faculty Representatives on Steering committee: Phil said 5 workgroups areas including ESL, Math, CTE & Apprenticeship wrote a letter requesting placing faculty on the Steering Committee. The request was denied. The state Academic Senate board agreed that faculty should be on the committee. Leslie will bring this as an action item for the next agenda.
8. Enrollment Management Advisory Group: Jesus said the executive committee has suggested creating an advisory group to add transparency to course cancellation decisions. Suggestions were to give students class size requirement numbers, encourage them to register on the registration dates, and add more registration help tables staffed by faculty and student leaders in April and May.
9. 360 Supervisory Evaluations: Phil said the district changed the administrator evaluation process without senate input and receives very little faculty participation. He suggested the senate distribute a Survey Monkey evaluation to all full and part-time faculty members to evaluate administrators in their particular area. Phil will bring the final instrument to the senate.
10. District Senate update: Phil and Eric Naveson (EVC) are working on creating the district senate to represent the faculty on district issues. This will provide another delegate at the state Academic Senate. They're writing a constitution and By Laws following the ASCCC standards.
11. Re-design update: Leslie emailed the senate the re-design documents from the chancellor's office. She will to continue to track what's happening with the re-design funds.

IX. The chair adjourned the meeting at 4:45pm.